

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RATIFYING BI-) RESOLUTION NO. 91-1432
STATE POLICY ADVISORY COMMITTEE)
RESOLUTION 03-01-1991 AMENDING THE) Introduced by
BI-STATE POLICY ADVISORY COMMITTEE) Councilor Bauer, Co-Chair
BYLAWS) Bi-State Policy Advisory
Committee

WHEREAS, On March 21, 1991, the Bi-State Policy Advisory Committee voted unanimously to adopt Resolution 03-01-1991 to amend the Bi-State Policy Advisory Committee bylaws; and


WHEREAS, Resolution 03-01-1991 would amend the Bi-State Policy Advisory Committee bylaws to ensure balanced Washington State representation when the Washington Co-Chair of the Committee is also the representative from Vancouver, Clark County, or the cities of East Clark County; and

WHEREAS, Per Article VIII, Section (b) of the Bi-State Policy Advisory Committee bylaws, any amendment proposed by the Committee must be ratified by a majority vote each of the Council of the Metropolitan Service District and the Commission of the Intergovernmental Resource Center in Vancouver, Washington; now, therefore,

BE IT RESOLVED,

That the Council of the Metropolitan Service District hereby ratifies the recommended amendment to the Bi-State Policy Advisory Committee bylaws as outlined in Resolution 03-01-1991 hereto as Exhibit A.

ADOPTED by the Council of the Metropolitan Service District
this 25th day of April, 1991.



Jim Gardner, Deputy Presiding Officer

EXHIBIT A

BI-STATE POLICY ADVISORY COMMITTEE
RESOLUTION 03-01-1991

For the purpose of maintaining balanced representation of public agencies on the Bi-State Policy Advisory Committee between Oregon and Washington.

WHEREAS, the current Bylaws of the Bi-State Policy Advisory Committee were adopted on December 20, 1989, after being approved by Intergovernmental Resource Center (IRC) and Metropolitan Service District (Metro).

WHEREAS, Article IV, Section 1 of the Bylaws calls for the membership of the Bi-State Committee to be composed of one elected official representatives from each of the following: IRC Board of Director, Metro Council, Clark County, Multnomah County, City of Vancouver, City of Portland, cities of east Clark County, cities of east Multnomah County, Washington legislature, and Oregon legislature.

WHEREAS, Article IV, Section 2, of the Bylaws stipulates that the member from IRC shall be the chair of the IRC Executive Committee or the chair's designated alternate.

WHEREAS, Article V, of the Bylaws stipulates that the Bi-State Committee shall be co-chaired by the Metro and IRC representative.

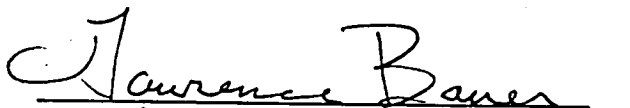
WHEREAS, the Bylaws as currently written create an imbalance in the Washington representation on the Bi-State when the Washington chair of the Bi-State Committee (IRC chair or designee) is also the representative from Vancouver, Clark County, or the cities of east Clark County.

NOW THEREFORE BE IT RESOLVED that the following amendment to the Bylaws be recommended to Metro and IRC:


ARTICLE V (a)

Bi-State shall be co-chaired by the Metro representative and the IRC representative. When the Washington co-chair of Bi-State is also the representative from Vancouver, Clark County or the cities of east Clark County, the IRC Executive Committee shall designate a representative from the Board of Directors of IRC to serve as the IRC representative to Bi-State.

ADOPTED this 22nd day of March, 1991, by the Bi-State Policy Advisory Committee.



Councilor Lawrence Bauer
Co-Chair



Councilperson Ron Hart
Co-Chair



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: April 1, 1991

To: Transportation & Planning Committee

From: Jessica *JM* Marlitt, Council Analyst

Regarding: RESOLUTION NO. 91-1432, RATIFYING BI-STATE POLICY
ADVISORY COMMITTEE RESOLUTION 03-01-1991 AMENDING THE BI-
STATE POLICY ADVISORY COMMITTEE BYLAWS

On March 21, 1991, the Bi-State Policy Advisory Committee voted unanimously to adopt Resolution 03-01-1991 to amend the Bi-State Policy Advisory Committee bylaws. All Committee members were present for the vote except Washington State Representative Kim Peery and Oregon State Senator Glenn Otto.

The proposed amendment to the bylaws is essentially technical in nature. It corrects an imbalance in Washington State representation which occurs when the Washington co-chair of the Committee, who is an Intergovernmental Resource Center (IRC) representative, is also the representative from Vancouver, Clark County, or the cities of east Clark County. In this situation, the proposed amendment would allow the IRC Executive Committee to designate a representative from the IRC Board of Directors to serve as the IRC representative to Bi-State.

This amendment was discussed and supported at the February Bi-State Policy Advisory Committee meeting. There were no questions or concerns raised at the March 21 meeting at which the Committee took action.

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TRANSPORTATION AND PLANNING COMMITTEE REPORT

**RESOLUTION NO. 91-1432, FOR THE PURPOSE OF RATIFYING BI-STATE
POLICY ADVISORY COMMITTEE RESOLUTION 03-01-1991 AMENDING THE
BI-STATE POLICY ADVISORY COMMITTEE BYLAWS**

Date: April 24, 1991

Presented by: Councilor Bauer

COMMITTEE RECOMMENDATION: At the April 23, 1991 Transportation and Planning Committee meeting, all Councilors were present and voted unanimously to recommend Council adopt Resolution No. 91-1432.

COMMITTEE DISCUSSION/ISSUES: Resolution No. 91-1432 provides for a technical change to the Bi-State Policy Advisory Committee bylaws. As currently written, the bylaws membership section produces an awkward situation when Washington's Intergovernmental Resource Center (IRC) representative and a major jurisdiction representative are the same person (because the IRC Board, as a council of governments forum, is comprised of local jurisdictions elected officials). In this situation, the proposed amendment would allow IRC to select an alternate representative. The amendment would ensure IRC is fully represented in voting.

The Committee had no questions and did not raise any issues with the resolution.

EXHIBIT A

BI-STATE POLICY ADVISORY COMMITTEE

BYLAWS

ARTICLE I

This committee shall be known as the BI-STATE POLICY ADVISORY COMMITTEE (BI-STATE).

**ARTICLE II
MISSION**

The Intergovernmental Resource Center (IRC) Board of Directors and the Metropolitan Service District (Metro) Council established BI-STATE to enhance understanding between Oregon and Washington policy-makers of metropolitan issues of mutual concern; to promote recognition of the commonality of problems and encourage cooperative mutually beneficial solutions.

**ARTICLE III
PURPOSES**

The purpose of BI-STATE is as follows:

a. To provide a forum at which policy-makers from Oregon and Washington can express views and discuss common metropolitan issues, problems, and opportunities.

b. To achieve consensus on policy and program options and develop recommendations for consideration by the Metro Council and the IRC Board of Directors.

c. To create an opportunity for other interested local public agencies to participate in the discussion, evaluation and development of recommendations.

d. To serve as a vehicle for reviewing, analyzing, and addressing State and Federal issues affecting the metropolitan region.

e. To provide a forum for the creation of ad hoc committees as needed to address specific issues including, but not limited, to an annual Bi-State Issues List supported and adopted by mutual resolutions of the IRC and Metro.

f. To prepare and adopt resolutions and other written materials to express opinions and fulfill an active advisory role to the IRC, Metro and other local jurisdictions and interested parties.

**ARTICLE IV
MEMBERSHIP**

Section 1. MEMBERSHIP

a. BI-STATE membership shall include an elected representative or designee from the following jurisdictions:

IRC Board of Directors	1
Metro Council	1
Clark County	1
Multnomah County	1
City of Vancouver	1
City of Portland	1
Cities of East Clark County	1
Cities of East Multnomah County	1
Washington Legislature	1
Oregon Legislature	1

TOTAL 10

b. Alternates may be appointed to serve in the absence of the regular members, as described herein under Section 2.

c. Members and alternates will be individuals in a position to represent the policy interests of their jurisdiction.

Section 2. APPOINTMENT OF MEMBERS AND ALTERNATES

a. Each member shall be appointed for a two-year term, renewable consistent with the applicable appointment process outlined herein. If a vacancy occurs, the jurisdiction will appoint a representative to complete the two-year term consistent with the applicable appointment process outlined herein.

b. Members from the Cities of Portland and Vancouver and the Counties of Clark and Multnomah will be elected officials or their designated alternate from those jurisdictions and will be appointed by the chief executive official or the governing board of the jurisdiction.

c. Members from the Cities of East Clark County and East Multnomah County, following the initial appointments effective November 1, 1989 through November 1, 1991, shall be elected officials from the represented cities and will be nominated through a caucus convened by the largest city being represented not later than two (2) months prior to the end of the current representatives' terms. For the Cities of East Clark County, those cities' officials shall select and nominate a representative and an alternate via a joint letter to the IRC which shall act on the cities' recommendation and appoint the member and

alternate via resolution. For the Cities of East Multnomah County, those cities' officials shall select and nominate a representative and alternate via a joint letter to the Metro Council which shall act on the cities' recommendation and appoint the member and alternate via resolution.

d. The member from the IRC shall be the Chair of the IRC Executive Committee or the Chair's designated alternate. The member and alternate from the Metro Council shall be appointed by the Council Presiding Officer.

e. Members from the Oregon and Washington Legislatures shall be jointly appointed by the leaders of the respective state's House of Representatives and Senate. Each member may designate an alternate to serve in the member's absence.

ARTICLE V OFFICERS AND DUTIES

a. BI-STATE shall be co-chaired by the Metro representative and the IRC representative. When the Washington co-chair of Bi-State is also the representative from Vancouver, Clark County or the cities of east Clark County, the IRC Executive Committee shall designate a representative from the Board of Directors of IRC to serve as the IRC representative to Bi-State.

(Article V a. Amended by Metro Res. No. 91-1432, Bi-State Res. 03-01-1991)

b. The Co-Chairs shall alternate presiding at regular meetings based on the meeting's location -- the IRC Co-Chair shall preside at meetings he/she attends in Washington; the Metro Co-Chair shall preside at meetings he/she attends in Oregon. Each Co-Chair shall be responsible for the expeditious conduct of the Committee's business.

c. In the absence of one Co-Chair, the other shall conduct the meeting, regardless of the location.

d. For the purposes of ad hoc committees formed per Article V, either Co-Chair participating in the committee shall preside over those meetings.

ARTICLE VI MEETINGS, CONDUCT OF MEETINGS, QUORUM

a. Regular meetings may be held monthly, but at least semi-annually, on intervals, days, and times established by Committee through a resolution adopted at the beginning of each fiscal year commencing July 1. Meetings will alternate between Oregon and Washington, with the

IRC and Metro coordinating. Special meetings may be called by the Co-Chairs or a majority of the membership.

b. A majority of the membership (or designated alternates) shall constitute a quorum for the conduct of business. The act of a majority of those present at meetings at which a quorum is present shall be the act of the Committee.

c. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

d. The Committee may establish other rules of procedure as deemed necessary for the conduct of business.

e. Each member shall be entitled to one (1) vote on all issues presented at regular and special meetings of the Committee. In the absence of the member, a designated alternate shall be entitled to one (1) vote.

f. The Co-Chairs may establish Ad hoc committees to address specific issues of mutual bi-state concern. The Co-Chairs will consult with the full Committee at a regularly scheduled meeting on ad-hoc committee membership and charge, with membership on any ad hoc committee providing for equal representation from Oregon and Washington consistent with BI-STATE's balanced representation. Ad hoc committee members can include BI-STATE members, BI-STATE alternates, other jurisdictions, and/or outside experts.

g. To provide a comprehensive measure of local public agencies views on issues, the Committee, by a unanimous vote at a regularly scheduled meeting, may suspend the rules and allow invited local public agencies to each have one vote on designated items. Each invited jurisdiction's vote shall be recorded in writing by the meeting clerk who will note the name of the jurisdiction, the representative voting, and the nature of the vote (aye or nay). Consistent with BI-STATE purposes, the vote shall be recorded for advisory purposes only to the IRC Board of Directors and the Metro Council unless the IRC Board of Directors and the Metro Council shall by joint resolution have previously recognized BI-STATE serving in an alternate capacity to specified government agencies. In the event IRC and Metro adopt such a resolution, these bylaws shall be appropriately amended to reflect the additional role(s) and responsibilities of BI-STATE.

h. Unexcused absence from two (2) consecutive regularly scheduled meetings shall require the Co-Chairs to notify the appointing jurisdiction with a request to address the lack of participation. In the case of the representatives for the "cities" of East Clark County and East Multnomah County, the Co-Chairs will contact the largest city

being represented to convene a caucus of represented cities to address the lack of participation.

i. BI-STATE shall make its reports and findings public and available to Committee members, the Metro Council and the IRC Board of Directors.

ARTICLE VII STAFFING

a. IRC and Metro shall provide clerical staff as necessary to compile the agendas per the Co-Chairs' concurrence; issue timely meeting notices; ensure compliance with their respective state's Public Meeting Laws; record the actions of the Committee; and do all other necessary things to support an efficient and effective BI-STATE meeting in their respective states.

b. The Committee may seek to have additional professional staff to assist in its mission and purposes by adopting a resolution identifying the staffing strategy -- need, purpose, proposed funding, desired outcomes/products -- and submitting the resolution concurrently for approval to the IRC Board of Directors, Metro Council and other member jurisdictions governing bodies as necessary to implement the staffing proposal. Any staffing proposal adopted by the IRC Board of Directors and Metro Council and other member jurisdictions governing bodies shall be implemented by an intergovernmental agreement between the appropriate jurisdictions.

ARTICLE VIII AMENDMENTS

a. Any BI-STATE member may propose an amendment to these bylaws. In order to be considered, a written amendment shall be received by all members at least thirty (30) days prior to the next regularly scheduled Committee meeting.

b. These bylaws may be amended or repealed by a two-thirds majority vote of the current membership of the Committee and ratified by a majority of the members of the IRC Board of Directors and the Metro Council.

c. These bylaws may be amended or repealed by a majority vote of the members of the IRC Board of Directors and the Metro Council without any action of Bi-State.