

## **15.0 POLICIES AND PROCEDURES GOVERNING THE FREEWAY AND ARTERIAL SYSTEM OF TRANSPORTATION OPERATIONS MANAGEMENT COMMITTEE (FAST OMC)**

### **15.1 CREATION AND PURPOSE**

The primary role of the Operations Management Committee (OMC) is to provide instructions and direction to the Freeway and Arterial System of Transportation (FAST) System Director to formulate policy, establish operational procedures and principles, (Transportation Management Strategies), and monitor the various aspects of the FAST System, so long as such instructions and directions are within the policies, procedures and budget established for FAST by the RTC acting as the Policy Board.

#### **A. ROLES AND RESPONSIBILITIES**

1. The OMC shall develop and recommend to the Policy Board a funding policy that achieves the funding requirements for the Operation and Maintenance of FAST. The OMC shall be responsible for providing recommendations for the development, review and concurrence of the annual budget that achieves the funding requirements for the Operation and Maintenance of FAST. The OMC shall provide its recommendation at or prior to the scheduled OMC meeting in January of each year.
2. The OMC shall have the authority to appoint working groups to carry out the purpose and duties of this Agreement. These working groups shall make recommendations to the OMC for action.
3. The OMC shall assist with development, review and concurrence with the Transportation Management Strategies prior to their implementation in the FAST System. Exempted are non-regional special events and non-priority times. Transportation Management Strategies selected by the OMC may be implemented during Priority Times.

If a Member Agency desires to remove any portion of the Transportation Management Infrastructure or ITS Field Devices within its jurisdiction from control of FAST, notice of such intent shall be conveyed in writing to the OMC at a minimum of seven months prior to the close of the current fiscal year and in no event shall the proposed number of transportation management or ITS Field Devices exceed ten percent (10%) of the total number of transportation management or ITS devices within the member's jurisdiction. The OMC shall have the authority to approve or disapprove the recommended removal of any Transportation Management Infrastructure or Field Devices from FAST.

4. The OMC shall have the authority to approve or disapprove the recommendation removal of any Transportation Management Infrastructure or ITS Field Devices from FAST.
5. The OMC shall participate in the selection of the FAST System Director and recommend the salary and job responsibilities of the FAST System Director's job performance.
6. The OMC shall recommend the job classifications, job descriptions, job status (appointive or classified), salaries and other related matters to the FAST System Director and the Administrator. Such job classifications shall be filled in accordance with the personnel policies and procedures of the Administrator.

7. The OMC shall review monthly the budgetary needs and expenditures of the FAST System.

## **15.2 MEMBERSHIP**

- A. The Member Agencies, in alphabetical order, are Clark County, City of Henderson, City of Las Vegas, NDOT, City of North Las Vegas, and the RTC.

The OMC membership shall consist of one representative from each Member Agency, represented by the Director, Assistant Deputy Director(s) of Public Works, the Deputy Director(s), Assistant Director for Operations or District I Engineer of NDOT, and the General Manager of the RTC. Each representative shall have a designated first and second alternate at a minimum with full authority to act in the absence of the representative.

Each Member Agency shall have one vote on actions taken by the OMC.

- B. Through the OMC the Member Agencies shall make the final determination regarding which traffic control and/or ITS Field Devices will be operated and/or maintained by FAST.

## **15.3 OFFICERS AND DUTIES**

- A. The members of the FAST OMC shall elect a chairman and a vice-chairman annually at the first meeting in July.
- B. The succeeding chairman will officiate at the July meeting and will serve for 12 months. The chairmanship and vice chairmanship shall be rotated alphabetically by voting entity.
- C. The chairman shall preside at all FAST OMC meetings, call the meetings, and represent the FAST OMC at all meetings.
- D. In the event that the chairman is unavailable to perform these duties, the vice-chairman shall act in the place of the chairman.

## **15.4 MEETINGS**

The OMC shall meet on monthly basis. Additional meetings may be held at the discretion of the Chairperson should such a need arise. All meetings shall comply with the notice requirements of the Open Meeting Law (NRS.241).

- A. The presence of a majority of the membership shall constitute a quorum of the FAST OMC.
- B. The FAST OMC shall follow a prepared agenda, subject to a publicly posted notice of public meeting as required by the Nevada State law. Items for discussion or action at a FAST OMC meeting must be submitted to the General Manager at least 12 working days prior to the meeting date. The General Manager may waive the 12 day requirement, in accordance with the RTC Administrative Procedures for Agenda Processing.

## **15.5 ROBERT'S RULES OF ORDER**

Robert's Rule of Order will be used except as follows:

1. Seconds will not be required for any motion.
2. The chairman can make motions and can vote on any motion.