

**Rio Grande Council of Governments
Solid Waste Advisory Committee
Tire Advisory Committee (TAC)
BYLAWS**

The following policies and procedures are established for the purpose of defining the rules and regulations that govern the Tire Advisory Committee (TAC). The TAC will advise the *Solid Waste Advisory Committee* and the Waste Task Force of the Three State Regional Workgroup of the U.S.-Mexico Border 2020 Environmental Program in matters as they relate to waste management of tires in the Paso del Norte. The Paso del Norte is defined as the Municipal Solid Waste (MSW) program in the Rio Grande Council of Governments Planning Region Consisting of Brewster, Culberson, El Paso, Hudspeth, Jeff Davis and Presidio Counties, the Border 2020 Three State Regional Workgroup, and New Mexico.

Responsibilities of the TAC:

The TAC shall develop actions to effectively manage scrap tires as a binational resource in the Paso del Norte region and help promote solutions that encourage the recycling and reuse of tires. The TAC will report on an annual basis to the SWAC about progress and successes.

Meeting Schedule:

The TAC will meet at least once per quarter, according to a schedule established by the TAC, and at least one meeting a year must be face-to-face.

TAC Membership:

The TAC membership shall be limited to ten (10) voting members from six (6) counties, represented by both public and private entities. The TAC will consist of both voting and non-voting members. Non-voting members will participate in discussions and meetings, but will not have the ability to vote.

TAC Chair: Presides over TAC meeting and represents the TAC; could be a voting member in the case of a tie or member of steering team.

Steering team (non-voting members): Pamela Aguirre, Lauren Baldwin, Eddie Moderow (at the time of the establishment of the TAC—these members are subject to change as the TAC evolves).

Subcommittee Chairs: There are four subcommittees of the TAC and each will have a chair that will lead the group and schedule calls and meetings when needed.

- Enforcement
- Develop end markets
- Secure funding
- Legislation

General membership: We will invite membership from each of the key sectors of the Scrap Tire Management System to ensure we develop comprehensive solutions for the region.

- Local government
- State government
- Federal/binational organizations
- NGOs, associations, and academia

- Elected officials
- Generators and retailers
- Transporters, processors, and recyclers
- End users

Membership is at the discretion of the TAC Chair and will be based on the need of the committee (ensuring we have representation from all the sectors). Applications for membership will be vetted through the TAC Board members and final acceptance of membership requests will be made by the TAC Chair.

Terms of Office:

Officers are elected for one year and may serve no more than two (2) consecutive terms in the same office.

Quorum:

A quorum shall consist of a simple majority of members with voting privileges.

Duties of the TAC:

- Identify and provide regional solutions (when possible) regarding the disposal of waste tires.
- Support the development of enforcement practices that prevent the illegal transportation and disposal of waste tires.
- Explore possible markets for tire-derived products and develop a regional marketing strategic plan.
- Develop a long term regional plan to reduce the illegal dumping of waste tires.

Strategic Goals of the TAC:

- Enforcement
- Develop end markets
- Secure funding
- Legislation

Each strategic goal has a *desired future condition* and an *action plan*. The *action plan* includes who is leading that specific action, the timeline and deadline to complete the action, and how to measure completion. The action plan will evolve over time and will be evaluated at each meeting.

Texas Open Meetings Act:

All meeting will be conducted in accordance with the Texas Open Meetings Act. The Open Meetings Act specifically provides that all meetings must be convened in open session pursuant to notice published as required by statute. If a closed or executive session is to be held, the presiding Chair must announce that fact during the open session. Additionally, he/she is required to identify the section or sections under the Act which authorized the session to be closed (§ 551.101 [art. 6252-17, § 2 (a)]). This may be done by description of the exception (e.g., to confer with the agency’s attorney regarding a pending case) even though the exception is not described by section number. Lone Star Greyhound Park, Inc. v. Texas Racing Commission, 863 S.W.2d 742 (Tex. App. –Austin 1993, writ denied)

Minutes of the TAC meetings, documents distributed and other records are the property of RGCOG. Summarized minutes will be posted at www.pasodelnortetires.com and will be provided at the following meeting. Electronic copies of the summary minutes for each meeting shall be permanently maintained

on file. These materials are available for public view at the RGCOG office, upon receipt of written request by interested party. Except where these policies and procedures require otherwise, Robert's Rules of Order shall govern the conduct of the TAC meeting.

Amended text adopted by the RGCOG Solid Waste Management Advisory Committee on December 10, 2015.

Mayor Dan Dunlap, Chairperson

Amended text ratified by the RGCOG Board of Directors on January 15, 2016

Mr. Art Fierro, President