

**LANE REGIONAL AIR POLLUTION AUTHORITY
ADVISORY COMMITTEE**

BYLAWS

ARTICLE I

Purpose - Establishment

- I-1. The Board of Directors of the Lane Regional Air Pollution Authority (Board) has established an Advisory Committee (Committee) to advise the Board in matters pertaining to the region, particularly on methods and procedures for the protection of public health and welfare and of property, from the adverse effects of air pollution.

ARTICLE II

Membership

- II-1. The Committee shall consist of at least seven members, but no more than fifteen, as determined by the Board each year. At least one member shall be appointed as a representative of each of the following interests within the region:
- (a) **Public Health Agencies:** Defined as an individual whose principal occupation has been or is now working in the field of public health or they can demonstrate knowledge of public health issues associated with air quality. Public Health is the practice of protecting and improving the health of a community through preventive medicine, health education, control of communicable diseases, application of sanitary measures, and monitoring of environmental hazards.
 - (b) **Agriculture:** Defined as an individual whose principal occupation has been or is now working in the business of cultivating soil, producing crops, or raising livestock or they can demonstrate knowledge of how agricultural practices affect air quality.

- (c) Industry: Defined as an individual who is employed within a facility that is required to obtain a permit issued under LRAPA's rules.
 - (d) Community Planning: Defined as an individual whose principal occupation has been or is now working in the field of community planning or they can demonstrate knowledge of how effective community planning can affect air quality.
 - (e) General Public: Defined as an individual who is interested in air quality in Lane County and does not fit the definitions of other interest groups.
 - (f) Fire Suppression: Defined as an individual whose principal occupation has been or is now working in the field of fire suppression, such as a fire department or an agency with responsibility for fire suppression activities.
- II-2. The goal should be to balance the membership on the Committee by category.
- II-3. Members shall serve for a three-year term and may be reappointed.
- II-4. Members shall be appointed by the Board as vacancies occur on the Committee.
- II-5. Members who miss three consecutive meetings shall be sent a letter requesting a response. If a fourth consecutive meeting is missed with no response, the member will be dismissed from the committee. Upon receipt of a response, it will be the decision of the committee members to discuss or allow the member to remain on the committee.
- II-6. A quorum of the Committee shall be a majority of the number of Committee members approved by the Board immediately before the meeting begins. If a quorum is present, action is taken by a majority vote of the members present.

ARTICLE III

Officers

- III-1. The officers of the Committee shall be a Chairperson and a Vice-Chairperson and such other officers as considered necessary by the Committee with the approval of the Board.
- III-2. The Chairperson shall preside at all meetings of the Committee, plan and superintend the program of the Committee, keep the Board duly informed and carry out its decisions, and perform such other duties as may be designated by the Board.
- III-3. The Vice-Chairperson shall aid the Chairperson in performance of that office's responsibility, and have such further duties as may be designated by the Committee. In the case of the death, resignation, or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson for the remainder of the Chairperson's term of disability.
- III-4. The Chairperson shall be considered a voting member.

ARTICLE IV

Meetings

- IV-1. The organizational meeting of the Committee shall be held by March 1 of each year. The Committee shall meet at the discretion of the Board of Directors, the Program Director (Director) or the Chairperson of the Committee.
- IV-2. The time and place of the meeting shall be coordinated with the Director of the Lane Regional Air Pollution Authority.
- IV-3. Action of the meeting of the Committee shall be by a majority of those members present and voting.

ARTICLE V

Compensation and Expenses

- V-1. No salary or compensation for services shall be paid to any member of the Committee, but members may be allowed actual and necessary expenses incurred in the discharge of their duties as allowed by the Board.

ARTICLE VI

Representation of Lane Regional Air Pollution Authority's Position

- VI-1. No officer or member of the Committee shall represent any position or propose legislation to be that of the Lane Regional Air Pollution Authority without the advance approval of the Board.

ARTICLE VII

Minutes and Reports

- VII-1. Minutes shall be kept of all meetings of the Advisory Committee and a copy of the minutes of each meeting shall be delivered promptly to the Board and to each member of the Committee.
- VII-2. By December 1 of each year, the Chairperson shall file with the Director a concise report, summarizing the activities of the current year and the anticipated activities of the ensuing year. The report shall be distributed to the Board.

ARTICLE VIII

Bylaws

- VIII-1. These bylaws may be amended by the Board or by the Committee at any meeting by a majority vote of the members present and voting, with the amendment effective upon the approval of the Board.

ARTICLE IX

Rules and Order

- IX-1. Except as otherwise provided herein, meetings of the Committee shall be conducted in accordance with Robert's Rules of Order (Revised).