

# NOACA PLANNING & PROGRAMMING COMMITTEE CHARTER

- PURPOSE:** The Committee develops recommendations for implementing policies with regard to transportation, water quality and air quality efforts.
- GOALS:** The goals of the Planning and Programming Committee are to:
- Ensure the efficient and effective development and implementation of the agency's planning and programming efforts
  - Advance the agency's efforts regarding the environment, particularly water and air quality
  - Advance the agency's efforts regarding the safe and efficient travel of all modes of transportation
- ACTIVITIES:** The Planning and Programming Committee will:
- Administer the Regional Transportation Investment Policy to advance targeted funding priorities
  - Recommend projects for inclusion in the long-range transportation plan, Transportation Improvement Program (TIP) and annual priority list
  - Recommend approaches for implementation of the agency's transportation programs and activities
  - Monitor NOACA controlled funds to ensure the efficient use of resources
  - Evaluate procedures for continued improvement and streamlining
  - Monitor performance of the region's transportation system
  - Develop a comprehensive regional approach to environmental concerns
  - Implement the Water Quality Management Plan
  - Implement air quality efforts and programs
- MEMBERSHIP:** Membership of the Committee consists of members of the Board of Directors or their alternates. The Committee has at least 22 members, defined as follows:
- (1) Nine members from jurisdictions within Cuyahoga County;
  - (2) Four members from jurisdictions within the City of Cleveland;
  - (3) One member from a jurisdiction within Geauga County;
  - (4) Two members from jurisdictions within Lake County;
  - (5) Three members from jurisdictions within Lorain County;
  - (6) Two members from jurisdictions within Medina County; and
  - (7) One member from the Ohio Department of Transportation.
- REPORTING RELATIONSHIP:** The Planning and Programming Committee reports to the Executive Committee. The following subcommittees report to the Planning and Programming Committee:
- Transportation Subcommittee
  - Air Quality Subcommittee
  - Water Quality Subcommittee
- MEETINGS:** The Committee will hold regular meetings on a quarterly basis. Special meetings may be called as needed. A majority of Committee members (12) shall constitute a quorum to transact business. The 2014 schedule is attached.
- AGENDA AND MINUTES:** The chair will be responsible for establishing agendas for meetings, which will be sent to committee members at least 7 days in advance of the meeting. Minutes will be approved by committee members at the following meeting.
- COUNCIL REPORTS:** The Committee will receive reports from each of its subcommittees at each meeting.
- STAFFING:** Agency staff shall provide the Committee with administrative and technical support as directed by the chair.