

CTSI
Siletz Tribal Transit Committee BYLAWS
Transit Sub-Committee of the Tribal Transportation Program

PREAMBLE: The Confederated Tribes of Siletz Indians hereafter referred to as CTSI. The Siletz Tribal Transit Sub-committee hereafter referred to as STTS.

The Siletz Tribal Council is empowered to exercise the legislative and executive authority of the Confederated Tribes of Siletz Indians of Oregon pursuant to Article IV, Section 1 of the Siletz Constitution approved June 13, 1979, by the Acting Deputy Commissioner of Indian Affairs,

The CTSI Council, composed of the eligible enrolled members of CTSI, 18 years of age or older, is the governing body of CTSI. The CTSI STTS Committee is composed of 5 to 9 members appointed by Tribal Council authority delegated to the General Manager; and representing at a minimum the interests of the Tribal Clinic, Elders Program, Education (Youth), Housing, Planning, GSA Motorpool, Veterans Departments, and other interested Tribal members. The Lincoln County Planning Director is also an invited but non-voting member of STTS.

Terms of office are set by Tribal Ordinance, under the Standing Committee Ordinance, STC §2.500. These By-Laws are rules of conduct which represent the internal policies and procedures under which the CTSI STTS will operate in the discharge of its responsibilities under the CTSI Constitution in order to protect the rights of the CTSI and its individual members.

ARTICLE I. PURPOSE

The STTS will act as the “Transit Advisory Committee”, carrying out the purposes of the Statewide Transportation Improvement Fund (STIF), Special Transportation Program (STF), and 5310 Enhanced Mobility of Seniors and Individuals with Disabilities transit funding programs through the State of Oregon Department of Transportation. The committee will also provide advisory recommendations to Tribal Council regarding projects to be funded by those transit funding programs.

ARTICLE II. GENERAL DUTIES AND RIGHTS

In carrying out their responsibilities as members of the STTS/Transit Advisory Committee, all members shall:

- A. Advise CTSI regarding the opportunities to coordinate projects funded with STIF, STF and 5310 moneys with other transportation programs and services to avoid duplication and gaps in service
- B. Review the proposed distribution of STIF, STF, and 5310 Formula Program moneys and make recommendations to the, and Tribal Council
- C. Review and prioritize projects proposed for inclusion in the STIF Plan considering:
 1. Whether the project would maintain productive existing transit service

2. Whether the project would achieve community goals and goals outlined in the Coordinated Plan
 3. How the project would increase transit frequency and coverage in areas with a high percentage of low-income households. “High Percentage of Low Income Households” is defined as a geographic area with a higher percent of Low-Income Households than the statewide average. (All of Lincoln County fits this definition)
 4. If the project would reduce fares for areas with a high percentage of low income households
 5. If the project would improve frequency or reliability of service between communities
 6. If the project would enhance coordination with other transit providers
 7. If the project would enhance service for students, particularly in grades 9 – 12
- D. Review Discretionary Grant proposals and make recommendations to the Planning Department’s Transportation Division, and Tribal Council. For STIF Discretionary and STIF Intercommunity proposals, the committee should consider:
1. If the project achieves the program purpose for each fund source
 2. If the project aligns with Oregon Public Transportation Plan goals
 3. If the project enhances coordination and connections among transit agencies
 4. If the project supports geographic equity or opportunities to leverage other funds
- E. Participate in developing and updating the Coordinated Plan.
- F. The STTS/Transit Advisory Committee will only make recommendations to the Planning Department’s Transportation Division Director, and to Tribal Council.

ARTICLE III. MEETINGS

A. REGULAR MEETINGS

The STTS/Transit Advisory Committee shall meet no less than twice per year and will meet in accordance with grant deadlines.

B. SPECIAL MEETINGS

Special meetings of the STTS/Transit Advisory Committee shall be upon the request of Tribal Council, the committee chair, or the Planning Department’s Transportation Division.

C. OPEN MEETINGS

The STTS/Transit Advisory Committee is open to Tribal members and the general public. They will also meet in accordance with grant deadlines. A notice will go out in the “Siletz News” on those months. Copies of Advisory Committee bylaws, meeting minutes and meeting notices will be made available for public review in a reasonable and timely manner and are maintained for six years. Meeting minutes and meeting notices pertaining to STF, STIF, and 5310 funding will be posted online and available to the public.

D. AGENDA

A written agenda will be given to each member of the STTS/Transit Advisory Committee at the beginning of each meeting. Whenever possible, the agenda shall be provided with the information which would assist a member in preparing for the meeting, including committee reports, background information, communications, and

other materials should be included, as an attachment to the agenda. A copy of all materials mailed to members or presented at meetings shall be maintained in an official notebook or file in the Transit Coordinator's office for members' use.

ARTICLE IV. QUORUM

A majority of the members of the STTS/Transit Advisory Committee seated shall constitute a quorum for the transaction of business at any meeting of the committee. For the purpose of determining a majority to establish a quorum, one more than 50% of the number of members of the committee seated shall constitute a quorum.

ARTICLE V. CONFLICTS OF INTEREST/NEPOTISM

Any member of the STTS/Transit Advisory Committee who has a conflict of interest in the outcome of a subject under consideration by the committee and/or Tribal Council, has a fiduciary duty to disqualify himself/herself from any discussion and/or voting on that subject.

ARTICLE VI. COMMITTEE

- A. Membership- Except as the CTSI Council provides, members of the STTS/Transit Advisory Committee shall be appointed by the General Manager.
- B. The STTS/Transit Advisory Committee shall be comprised of no more than (9) members, and no less than (3) three CTSI Members.

ARTICLE VII. ADOPTION OF BYLAWS

These revised by-laws and rules were adopted by the CTSI STTS/Transit Advisory Committee January 26, 2021.

These revised by-laws and rules were adopted by CTSI Tribal Council Resolution on March 19th, 2021, and are attached as Exhibit A.