

**BYLAWS
GOLDEN CRESCENT REGIONAL PLANNING COMMISSION
REGIONAL ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

ARTICLE I

ORGANIZATION

Section 1.

This committee was established and authorized as a standing committee of the Golden Crescent Regional Planning Commission, by the Board of Directors in 1987.

Section 2.

The name of this committee is the "Regional Economic Development Advisory Committee" (REDAC) serving Calhoun, DeWitt, Goliad, Gonzales, Jackson, Lavaca, and Victoria counties of the State of Texas.

ARTICLE II

DECLARATION OF REDAC POLICY & OBJECTIVES

Section 1.

The declared policy of this committee is to actively support and assist the Golden Crescent Regional Planning Commission (GCRPC) and Board of Directors to coordinate public and private resources of the Golden Crescent for promotion of regional economic development, resilience, and sustainability; provide for public awareness of issues, needs, goals, and projects affecting the physical and economic development of the region; provide a forum for discussion and debate by professionals and private citizens on economic development issues; to assist and coordinate economic development planning efforts of local governments and local economic development organizations; to coordinate economic development planning with transportation planning, preparedness planning, recovery & resilience planning, community development programs, job training programs, and other programs/activities that may stimulate regional economic growth, resilience, or sustainability; and to act in accordance with the scope of work for GCRPC Economic Development Planning as outlined in the Comprehensive Economic Development Strategy (CEDS) for the Economic Development Administration (EDA).

ARTICLE III

MEMBERSHIP

Section 1.

The composition of this committee shall be as prescribed by directives and procedures as may be established by the Board of Directors of the Golden Crescent Regional Planning Commission.

Section 2.

The voting membership of the committee shall consist of up to four persons from each of the seven counties. One member may be appointed to represent each of the following organizations: Golden Crescent Workforce Development Board, University of Houston – Victoria, and Victoria College.

One Ex-officio voting member may be appointed directly by the Board of Directors of the Golden Crescent Regional Planning Commission.

Section 3.

Requests for nominations shall be distributed to chief elected officials no later than the fourth quarter prior to a voting member's end of term.

Voting members shall be nominated by their respective cities and counties, the Golden Crescent Workforce Development Board, the University of Houston – Victoria President, and the Victoria College President [moved from section 2].

In the event that nominations received exceed vacancies within a county, vacancies will be filled on a first received, first considered basis.

All nominations to this committee are subject to final approval and appointment by the Golden Crescent Regional Planning Commission Board of Directors.

Section 4.

Term – voting members serve two-years, generally, beginning September 1, and ending August 31, of the second fiscal-year thereafter.

Initial year – on September 1, 2020, two voting members for each county shall volunteer to serve one-year terms in order to initiate staggered two-year membership terms.

Voting members appointed after September 1, will serve for the duration of the current and subsequent fiscal-years ending August 31.

Section 5.

Non-voting membership may be extended to others at the discretion of this committee.

Non-voting membership may consist of, but is not limited to, representation from the following sectors/entities: Non-profits, Urban School District, Rural School Districts, Environmental Resources, Health and Human Services, Homeland Security, Emergency Communications, Public Protection, and Transportation.

Section 6.

Proxy – Voting members may utilize a proxy by providing prior notice in a writing. The writing must indicate the name, title, and organization of the proxy for the meeting.

Attendance – members absent from three consecutive meetings will be dropped from membership, upon a majority vote by the committee in session, with a quorum present. The following also applies:

- a. The member and nominating agency will be notified, in writing, after being absent from two (2) consecutive meetings, that his/her membership is in jeopardy.
- b. Any member so removed may, within ten days, appeal such action by submitting written appeal to the GCRPC Board of Directors.
- c. A member may resign at any time by submitting a written notice to the GCRPC-REDAC.

Section 7.

In the event of a member vacancy, the vacating member may nominate a replacement for approval and appointment by the Golden Crescent Regional Planning Commission Board of Directors at its next scheduled meeting.

In the alternative, existing committee members shall suggest replacement(s) to the respective seat's nominator within 15 business days of the vacancy. Nominators will then have 15 business days to confirm or name a nominee for approval and appointment by the Board at its next scheduled meeting.

All vacancies shall be addressed on a rolling basis until filled.

Section 8.

Membership on this committee will not be restricted because of race, color, religion, sex, age, national origin, or physical handicap.

ARTICLE IV

OFFICERS

Section 1.

Officers of this committee shall consist of a Chairperson and Vice-Chairperson. Economic Development staff will provide administrative support and other pertinent assistance as Secretary.

Section 2.

Election – the committee shall elect officers annually following appointment of the committee membership by the GCRPC Board of Directors. Such election will take place while the committee is in session with a quorum of at least fifty-one percent (51%) of the total membership present.

Section 3.

Duties – the following constitutes the duties of committee officers:

- a. Chairperson shall:
 - 1) Preside at all meetings of the committee.
 - 2) Call regular and special meetings of the committee.
 - 3) Appoint standing sub-committees and ad hoc sub-committees as may be required by these by-laws, or otherwise needed for the efficient operation of the committee.
 - 4) Be an ex-officio member of all sub-committees.
- b. The Vice-Chairperson shall:
 - 1) During the absence or incapacity of the Chairperson, perform the duties of the Chairperson, and when so acting, shall have all the duties, responsibilities, powers, and privileges of the office of Chairperson.
 - 2) Perform such other duties as may be prescribed by the committee or Chairperson from time to time.
- c. In the absence of both the Chairperson and the Vice Chairperson, at any regular or special meeting, an Economic Development staff member will call the meeting to order and request nominations for a temporary Chairperson from committee members present. Upon election, the temporary Chairperson will assume control of the meeting and conduct the business of the committee.

Section 4.

Officer Term – there is no limit to the number of terms a member may serve as an officer. However, he/she must be a committee member and elected annually as described.

Section 5.

Vacancy – in the event of a vacancy in the position of any officer, the committee will elect a replacement not later than the next regular meeting following notification that such vacancy exists.

ARTICLE V

MEETINGS

Section 1.

The committee shall meet at a time, date, and place designated by the Chairperson, subject to the following:

- a. The full committee will meet as required to conduct necessary business.
- b. A special committee meeting may be called at the request of at least twenty percent (20%) of the membership.
- c. Electronic Meetings – Committee meetings may be held through the use of a conference telephone or similar communications equipment such as email, instant messaging, instantaneous audio-visual communication devices, or similar instantaneous means, so long as, members participating in such meeting can communicate with one another at the time of such meeting. Participation in such a meeting constitutes presence in person at such meeting. Each person participating in the meeting sign the minutes thereof, which may be in counterparts. Approval of such meeting may be accomplished via email or fax.

Section 2.

Notification – members will be notified at least ten (10) days in advance of a regular meeting with such notice including the date, time, place, and items to be discussed. In the event a special meeting is called, members will be given at least twenty-four (24) hour notice and only subject(s) for which the meeting was called may be acted upon.

Section 3.

Quorum – for all matters except the amendment of these by-laws, a quorum will consist

of at least fifty-one percent (51%) of the total appointed membership.

Section 4.

Quorum not present – should a meeting be called and a quorum not be present, the following will apply:

- a. No action may be immediately taken.
- b. If an emergency item, consisting of important business or an opportunity lost unless acted upon immediately, is on the agenda, or presented to the committee, those present may make a recommendation to the GCRPC Board of Directors. Such recommendation shall include:
 - 1) Report of the committee to the Board of Directors that less than a quorum was present.
 - 2) Specific number of those attending and counties represented.
 - 3) Record of the comment(s) and unofficial vote taken on the item.
- c. If no review and comment item is on the agenda, or presented to the committee, those present shall submit a full report of the meeting, to the next regular scheduled meeting of the committee for ratification.

ARTICLE VI

CONFLICT OF INTEREST

Section 1.

In order to ensure that all applicants for grant or other public funds from any source are 1) processed through or by this committee; 2) are afforded the same rights and privileges; and 3) are subject to a uniform and equitable process, the following conflict of interest policy shall apply:

- a. A committee member having a vested interest in any grant application or fund request that comes before the committee shall, before deliberation of such matter, declare openly his/her vested interest. Such vested interest shall include, but is not limited to, those of a grantee or a supplier/provider of goods and/or services to a grantee or contractor.
- b. A member with vested interest on a particular matter or application must abstain from voting on such matter/application. This includes prioritization of grant requests.


ARTICLE VII

BY-LAW ADOPTION AND AMENDMENT

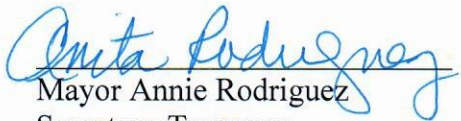
Section 1.

These amended By-laws shall become effective upon approval of the Golden Crescent Regional Planning Commission Board of Directors.

APPROVED as amended this 26th day of June, 2019.

BY: 
Commissioner Kevin LaFleur, President
Golden Crescent Regional Planning Commission
Board of Directors

WITNESS my hand and signature this 26th day of June, 2019.


Mayor Annie Rodriguez
Secretary-Treasurer
Golden Crescent Regional Planning Commission
Board of Directors