

# **NEVADA ADVISORY COMMITTEE ON TRAFFIC SAFETY (NVACTS) BYLAWS**

## **ARTICLE 1 – NAME**

- 1.1 This organization shall be called the Nevada Advisory Committee on Traffic Safety (NVACTS) hereinafter referred to as the NVACTS.

## **ARTICLE 2 - AUTHORITY**

- 2.1 The authority for establishing NVACTS is found in the State of Nevada Revised Statutes (NRS) Chapter 408, which creates the Advisory Committee on Traffic Safety within the Department of Transportation.
- 2.2 The Advisory Committee shall review, study and make recommendations regarding:
  - 2.2.1 Evidence-based best practices for reducing or preventing deaths and injuries related to motor vehicle crashes on roadways in this State;
  - 2.2.2 Data on motor vehicle crashes resulting in death or serious bodily injury in this State, including, without limitation, factors that cause such crashes and measures known to prevent such crashes;
  - 2.2.3 Policies intended to reduce or prevent deaths and injuries related to motor vehicle crashes on roadways in this State; and
  - 2.2.4 Any other matter submitted by the Chair.
- 2.3 NVACTS shall prepare and submit to the Governor and to the Director of the Legislative Counsel Bureau for transmittal to the Legislature an annual report concerning the activities of the Advisory Committee that addresses, without limitation, any issue reviewed or studied, and any recommendations made by the Advisory Committee.

## **ARTICLE 3 - PURPOSE AND FUNCTION**

- 3.1 The NVACTS shall review, study and make recommendations regarding:
  - 3.1.1 Evidence-based best practices for reducing or preventing deaths and injuries related to motor vehicle crashes on roadways in this State;
  - 3.1.2 Data on motor vehicle crashes resulting in death or serious bodily injury in this State, including, without limitation, factors that cause such crashes and measures known to prevent such crashes;
  - 3.1.3 Policies intended to reduce or prevent deaths and injuries related to motor vehicle crashes on roadways in this State; and
  - 3.1.4 Any other matter submitted by the Chair.

- 3.1.5 NVACTS will provide guidance to state, county, all local agencies, and tribal communities that incorporate a commitment to traffic safety in their mission and/or organization.
- 3.1.6 NVACTS may review and recommend approval of statewide strategic traffic safety plans that will impact the present and predicted statistics on vehicle-related deaths and injuries, focusing on key emphasis areas and containing strategies designed to improve major problem areas or to advance effective practices by means that are both cost-effective and acceptable to the majority of Nevada's citizens. Recommendations may be a letter of support to the approving body of the statewide strategic traffic safety plan.
- 3.1.7 NVACTS will establish and publish statewide highway safety goals and objectives.
- 3.1.8 NVACTS will create the mechanisms to foster multidisciplinary efforts to resolve statewide traffic safety problems and issues through communication and cooperative agreements.

**ARTICLE 4 – MEMBERSHIP**

- 4.1 The members of the Advisory Committee shall elect from their voting membership a Chair and a Vice Chair. The Chair shall preside at the meetings of the NVACTS. If the Chair is unable to attend, then the Vice Chair shall assume the duties of the Chair.
- 4.2 The term of office of the Chair and the Vice Chair is 2 years. If a vacancy occurs in the office of Chair or Vice Chair, the members of the Advisory Committee shall elect a Chair or Vice Chair, as applicable, from among its voting members to serve for the remainder of the unexpired term.
- 4.3 NVACTS shall consist of:
  - Director (or designee), Department of Transportation (NDOT)
  - Representative (appointed by NDOT Director) of NDOT
  - Director (or designee), Department of Health and Human Services (DHHS)
  - Director (or designee), Department of Motor Vehicles (DMV)
  - Director (or designee), Department of Public Safety (DPS)
  - Representative (appointed by DPS Director) of DPS

Superintendent (or designee), Department of Education (DED)

Member, Nevada State Assembly Standing Committee on Growth and Infrastructure (appointed by Speaker of the Assembly)

Member, Nevada State Senate Standing Committee on Growth and Infrastructure (appointed by Majority Leader of the Senate)

Representative (appointed by the Chief Justice of the Supreme Court of Nevada), Administrative Office of the Courts (AOC)

Representative (appointed by Inter-Tribal Council of Nevada (ITCN)), Tribal Governments

Representative (appointed by NDOT Director), Nevada System of Higher Education

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Representative, Regional Transportation Commission of Southern Nevada (RTCSNV)

Representative, Regional Transportation Commission of Washoe County (RTC)

Representative, Carson Area Metropolitan Planning Organization (CAMPO)

Representative, Tahoe Regional Planning Agency (TRPA)

Representative, Nevada Association of Counties (NACO)

Representative, Nevada League of Cities

Representative, Nevada Sheriffs' and Chiefs' Association (NSCA)

The Director of the Department of Transportation may appoint as nonvoting members of NVACTS such other persons as the Director deems appropriate.

4.3.1 The term of office of each member appointed to the Advisory Committee is 2 years. Such members may be reappointed for additional terms of 2 years in the same manner as the original appointments. Any vacancy occurring in the appointed voting membership of the Advisory Committee must be filled in the same manner as the original appointment not later than 30 days after the vacancy occurs.

4.3.2 Member organizations may designate a proxy to serve on the committee when the member identified in 4.3 is unable to attend. This notice shall be in writing and directed to the Chair.

## **ARTICLE 5 - VOTING**

- 5.1 A majority of the voting members of the Advisory Committee constitutes a quorum for the transaction of business. If a quorum is present, the affirmative vote of a majority of the voting members of the Advisory Committee present is sufficient for any official action taken by the Advisory Committee.

## **ARTICLE 6 - COMPENSATION**

- 6.1 Each member of the Advisory Committee serves without compensation and is not entitled to receive a per diem allowance or travel expenses.

## **ARTICLE 7 – MEETINGS**

- 7.1 The Advisory Committee shall meet at least once each calendar quarter and may meet at such further times as deemed necessary by the Chair.
- 7.2 NVACTS members may submit agenda items no later than 12 working days before a scheduled meeting to the Chair. These agenda items will be approved by the Chair and will be distributed to the NVACTS members seven days prior to the scheduled NVACTS meeting date.
- 7.3 Meetings will comply with the Nevada Open Meeting Law (NRS 241).
- 7.4 The deliberations at NVACTS meetings shall be in accord with Robert's Rules of Order-Newly Revised.

## **ARTICLE 8 - WORKING GROUPS**

- 8.1 The Advisory Committee may establish such working groups and similar entities from within or outside its membership as necessary to address specific issues or otherwise to assist in its work.
- 8.2 Each Working Group will be required to analyze the issue assigned, determine cause and develop solutions and strategies for addressing the contributing factors of the subject matter assigned.
- 8.2.1 Each Working Group shall be chaired by an individual whose organization is represented by a member of NVACTS.
- 8.2.1.1 The Chair of the Working Group shall be appointed by the NVACTS Chair.
- 8.2.2 The size and composition of a Working Group will be determined by the appointed chair.

- 8.2.3 Working Group membership are not required to be limited to members of the NVACTS, and when possible, they will be composed of a diverse selection of representatives from relevant state, federal, county, local, and tribal agencies in an effort to ensure all aspects of the topic are identified and addressed.
- 8.2.4 Working Groups may meet as frequently as needed.
- 8.2.5 Meetings/discussions may be conducted by video teleconference, conference call and/or e-mail.
- 8.2.6 Working Group members shall receive no compensation other than that received from their own agency/organization. The Working Group shall not reach a decision by a vote or consensus. No motions or resolutions are to be presented. No decisions for or recommendations to the board are to be made. Working Groups shall not speak to or be recognized by the board as a single voice on any issue.
- 8.2.7 Working Groups will be considered working groups and therefore not subject to the provisions of Nevada Open Meeting laws, rules, and regulations.

Note: If a Working Group engages in deliberation or decision making, is assigned by NVACTS to formulate policy or carry out planning functions, is delegated the task of making decisions for or recommendations to NVACTS, or is recognized by NVACTS as speaking with one voice, it shall be subject to the Nevada Open Meeting Law.

8.3 Working Groups will report to the NVACTS as directed.

## **ARTICLE 9 - TECHNICAL SUPPORT STAFF**

- 9.1 The Department of Transportation shall provide administrative support to NVACTS. The Staff shall:
  - 9.1.1 Coordinate the activities of NVACTS to include making all logistical arrangements required for meetings.
  - 9.1.2 Provide a note taker and staff person to comply with the Nevada Open Meeting Law.
  - 9.1.3 Provide research assistance and statistical data to the NVACTS.
  - 9.1.4 Prepare and publish plans and documents at the direction of NVACTS.
  - 9.1.5 Establish and maintain a website for NVACTS designed to further the sharing of crash data, organizational safety planning, research, and other relevant information pertinent to the Committee.

**ARTICLE 10 - ADOPTION and AMENDMENTS**

- 10.1 These bylaws shall be initially adopted by a majority vote of the members present at the second meeting.
- 10.2 These bylaws may be amended at any regular meeting of NVACTS by a majority vote of the voting members present.

Approved by action of the Committee at the meeting on June 24, 2025.