

## MEMORANDUM

**To:** MPO Policy Committee

**From:** Erin Aleman, Executive Director

**Date:** June 11, 2026

**Subject:** Amendments to the MPO Policy Committee Bylaws

**Action Requested:** Information

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### Purpose

This memo outlines proposed amendments to the MPO Policy Committee Bylaws for the Committee's consideration.

### Summary of Proposed Amendments

As detailed in the attached, red-lined version of the existing MPO Policy Committee Bylaws, the proposed amendments update the names of Committee members to reflect the creation of the Northern Illinois Transit Agency (NITA), shift the Vice-Chair election from an annual to a biennial cycle with corresponding changes to the nominating committee schedule, apply gender-neutral language for officer roles, introduce a consent agenda process to improve meeting efficiency, and formally designate the NITA Executive Director (or designee) as the Committee's non-voting representative on the CMAP Board. Collectively, these updates improve clarity, align the bylaws with current organizational structures and practices, and enhance procedural efficiency.

The specific changes proposed are as follows:

#### 1. Organization and Membership

*Bylaw Section:* Organization and Membership; Voting Members

*Proposed Change:* Replacement of all references to "Regional Transportation Authority (RTA)" and its divisions with "Northern Illinois Transit Authority (NITA)" and its divisions, including changes such as:

- "Regional Transportation Authority (RTA)" to "Northern Illinois Transit Authority (NITA)"
- "Commuter Rail Division of the RTA (Metra)" to "Commuter Rail Division of the NITA (Metra)"
- "Chicago Transit Authority (CTA)" to "Urban Transit Division of NITA (Chicago Transit Authority)"

*Justification:* Reflects updated statutory terminology for regional transit governance and aligns the bylaws with current organizational nomenclature.

## **2. Officers – Vice-Chair Election Cycle Update**

*Bylaw Section:* Officers

*Proposed Change:* Election cycle modified from “elected annually in October” to “elected biennially in October ... for a two-year term.”

*Justification:* Enhances leadership stability, aligns officer terms with best practices, and reduces administrative burden.

## **3. Officers – Nominating Committee Appointment Cycle**

*Bylaw Section:* Officers – Nominating Committee

*Proposed Change:* Nominating Committee convened “each second year during June” in the updated bylaws, rather than annually.

*Justification:* Synchronizes the nominating cycle with the proposed biennial Vice-Chair election cycle.

## **4. Voting Membership – Gender-Neutral Language**

*Bylaw Section:* Voting Membership

*Proposed Change:* “The Chairman, or his alternate...” replaced by “The Chairman, or their alternate...”

*Justification:* Updates terminology to gender-neutral language consistent with modern organizational standards.

## **5. Meetings – New Consent Agenda Authority**

*Bylaw Section:* Meetings

*Proposed Change:* Addition of a new Consent Agenda process authorizing:

- Chair discretion to introduce a consent agenda
- Inclusion of noncontroversial items or items with preliminary favorable recommendations
- Removal of any item at the request of a member
- A single vote covering all consent items with full legal effect

*Justification:* Streamlines meeting operations and focuses committee time on core policy matters.

## **6. Committees – CMAP Board Membership**

*Bylaw Section:* Committees

*Proposed Change:* Establishes that the MPO Policy Committee’s non-voting representative to the CMAP Board is the Executive Director of NITA, or their designee.

*Justification:* Codifies existing practice in alignment with the CMAP–MPO Memorandum of Understanding and ensures transparency of representation.

**ACTION REQUESTED:** Information

**ATTACHMENT:** MPO Policy Committee Bylaws with amendments