

Public Transportation Advisory Council (PTAC)

APPLICATION

District Appointment:

District 1



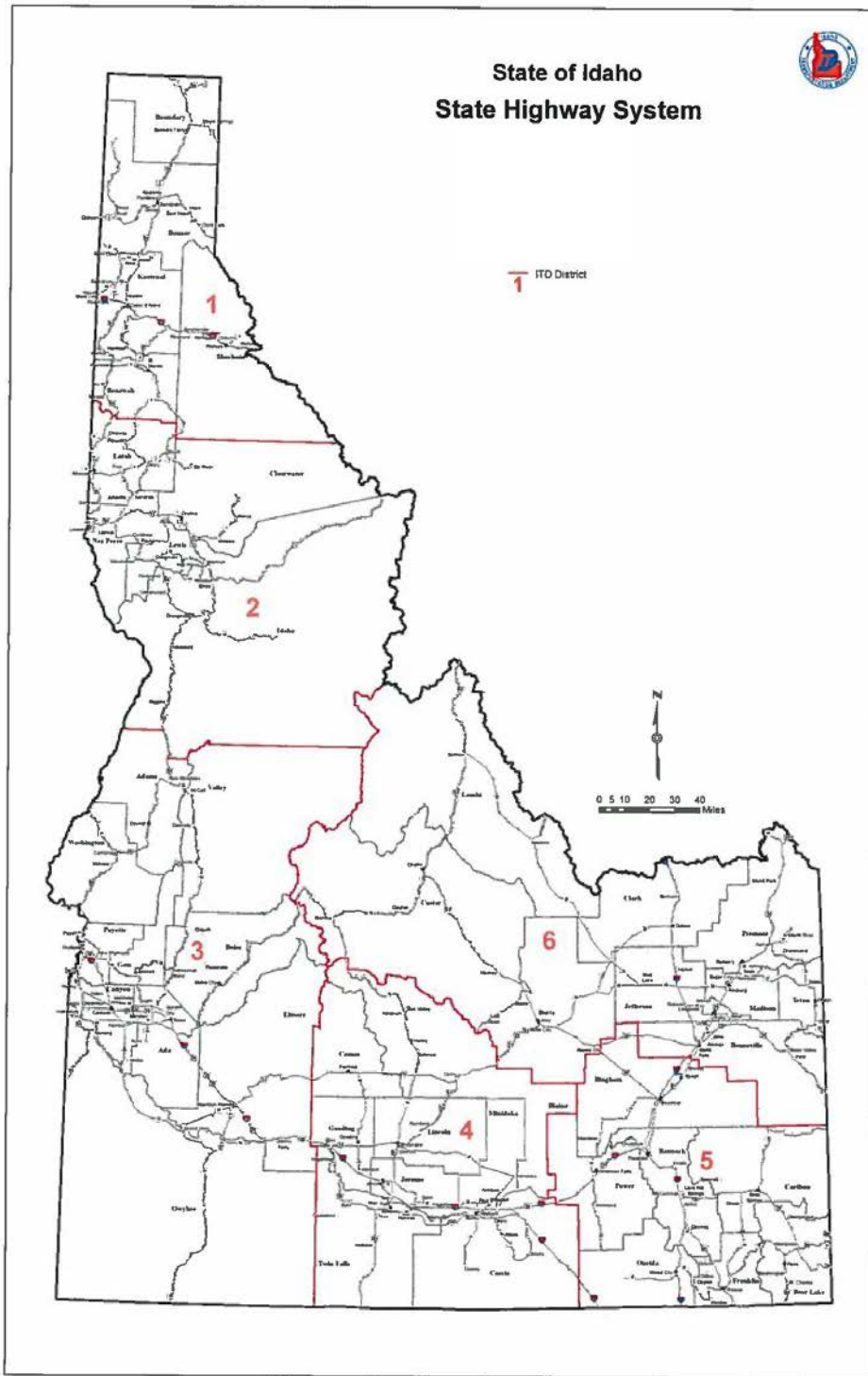
Contact – Rachel Pallister, Grants/Contracts Officer

Rachel.Pallister@itd.idaho.gov or (208) 334-8822

Idaho Statute 40-514

State Statutes states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues.

Available Appointment by District



Description of Responsibilities

Public Transportation Advisory Council (PTAC)

PTAC ROLE: 40-514

It is the responsibility of the Public Transportation Advisory Council to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho on behalf of stakeholders and consumers in their Districts.

RESPONSIBILITY: 40-514

- 1) Participate in planning activities
- 2) Identify transportation needs
- 3) Promote coordinated transportation systems

MEMBER COUNTY REPRESENTATION

District #1: Bonner, Boundary, Shoshone, Kootenai, and Benewah

District #2: Latah, Clearwater, Nez Perce, Lewis, and Idaho

District #3: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee

District #4: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka

District #5: Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida

District #6: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

COMPOSITION

The PTAC shall be composed of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation.

ITD board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code.

TERM

The term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter.

At the conclusion of each PTAC Member term, a full application process is required. While there is no provision for an automatic renewal of PTAC membership it is allowable for members to receive consecutive appointments as a result of the application process.

MEETINGS

PTAC is authorized to meet three (3) times per year with additional meetings as authorized by the ITD board.

ATTENDANCE IN MEETINGS

Each committee member will make a good faith effort to attend each full advisory committee session. Attendance in person is preferred, but if that is not possible, attendance may be by teleconference or by videoconference. If a given District is unrepresented for two consecutive meetings, the Chairperson or a majority of the committee has the discretion to ask for the removal of said individual from the committee.

EXPENSES

Per Diem and mileage will be compensated consistent with State of Idaho per diem rules. PTAC members shall be reimbursed in accordance with section 59-509 (g), Idaho Code

Funding Review Functions

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this *Conflict of Interest Statement* (**Attachment A**) and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Print Name

Signature

Date

PTAC Application Process

1. **November 26, 2018:** Application Released
2. **December 25, 2019:** Application Close
3. **Applications sent to:** ITD, Attn: Rachel Pallister, P.O. 7129, Boise, ID 83707 or email to: Rachel.Pallister@itd.idaho.gov
4. **January 01, 2019 – January 30, 2019:** Public Comment
5. **Public Transportation Advisory Council:** PTAC will meet to determine recommendations to Idaho Transportation Board
6. **Idaho Transportation Board:** PTAC recommendations presented to the Idaho Transportation Board for appointment.



Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Current resume, including your work experience, educational background and any other relevant experience.

Contact Information

Full Name: _____

Street Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Organization Affiliation (if any):

Name: _____

Street Address: _____ City/State/Zip: _____

District you are applying for:

District 1 ___ *District 2* ___ *District 3* ___ *District 4* ___ *District 5* ___ *District 6* ___