

Fresno COG RTP/SCS Roundtable

Group Code of Conduct

- The purpose of the Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) Roundtable Committee is to support staff and COG standing committees in developing the RTP/SCS plan.
- All Roundtable meetings are open to the public, with broad engagement not only encouraged, but celebrated and accommodated through the use of available technologies, methods and manners, in accordance with Fresno COG's RTP Public Outreach Strategy.
- The Roundtable is comprised of both voting and non-voting participants, organized as such:
 - 39 Voting positions, comprised of 16 representatives from each of Fresno COG's member agencies (the fifteen incorporated cities and the County of Fresno), plus 20 positions for other public agencies and stakeholder groups, and three positions for those who represent the public at-large. Voting is completed by simple majority, comprised of only those in attendance; and
 - Proxy voting, with prior authorization from COG staff and the Roundtable Chair could be permitted, prior to any meeting; and
 - Non-voting participants are always welcome to attend Roundtable meetings and participate in discussions.
- Roundtable Meetings will be noticed and conducted in accordance with the Brown Act, with related votes and discussions generally following Roberts Rules of Order in an effort to ensure respectful, organized and inclusive discussion.
- To facilitate respectful and collaborative dialogue, these basic rules of conduct will apply:
 - Strive to attend all meetings
 - Arrive on time, and plan to stay for the entire meeting
 - Be prepared to engage by reading agendas, supporting documentation or handouts prior to the meeting
 - Help staff be prepared to address questions or clarifications by providing them with such items in the days before each meeting
 - Avoid side conversations during the meeting
 - Be open, transparent and honest with any conflicts of interest
 - Participate fully in each meeting by:
 - Listening to others with respect and an open mind
 - Responding with viewpoints and thoughts in a respectful manner
 - Being concise and avoiding lengthy soliloquies
 - Respecting the process needed to ensure meetings are organized, clear and inclusive (i.e., point of order, etc.)
 - Understand the needs and desires of the entire group you are representing, irrespective of personal interests or affiliations