

Technical Steering Committee Policies and Procedures

Overview

The Orange County Transportation Authority's (OCTA) Technical Steering Committee (TSC) is a subcommittee of the OCTA – Technical Advisory Committee (TAC). The TAC relies on the TSC to review and discuss technical issues prior to action by the TAC.

The TSC consists of nine voting members and one non-voting ex-officio member. The voting members will be chosen by the TAC and appointed by OCTA Board of Directors (Board). The non-voting ex-officio member will be a representative of the California Department of Transportation (Caltrans) District 12 as selected by the Caltrans District Director. Of the voting members, there is one position representing each of Orange County's five supervisorial districts, two at-large positions, and the TAC chairman and vice-chairman. The chairman and vice-chairman serve one-year terms, while all other representatives serve two-year terms, with no limit on the number of terms. TSC tenure terms are staggered to ensure continuity and consistency. Current policy states that there are to be no more than two representatives from any district, and there should be a balance between large and small cities.

TSC Membership Process

- OCTA provides a report to the TAC meeting about TSC positions that are up for consideration, as well as the schedule for the selection process.
- TAC members interested in serving on the TSC must submit a letter of intent to the Chairman of the TAC, Chairman of the City Engineers Association (CEA), and the OCTA department manager (no nominations shall be accepted from the floor).
- A critical success factor for selection to serve on the TSC is active participation at the TAC meetings over the preceding 12 months.
- The President of the CEA, in consultation with the Chairman of the OCTA TAC, shall review the letters of intent and provide a recommendation for the new TSC.
- There shall be no more than two representatives from any one district, exclusive of the chairman and vice-chairman positions.
- County of Orange can only serve in at-large or chair/vice-chair positions.
- There will be a balance between small and large jurisdictions (small jurisdictions defined as those with populations less than 64,836) and a balance of large/small jurisdictions between the chairman and vice-chairman positions. Consideration will be given to balance north and south Orange County.
- The CEA recommendations are reviewed by the TSC and forwarded to the TAC for approval.
- The TAC recommendations for the new TSC appointments are approved by the OCTA Board.