

# Memorandum

**REPORT TO:** Gallatin Valley MPO - Transportation Policy Coordinating Committee

**FROM:** Jeff Butts, MPO Manager

**SUBJECT:** Selection of Chair and Vice-Chair

**MEETING DATE:** March 25, 2026

**AGENDA ITEM TYPE:** Administration

**RECOMMENDATION:** **Consider the motion:** *I move to select [Name] as the Chair, and [Name] as the Vice-Chair of the Transportation Policy Coordinating Committee.*

**STRATEGIC PLAN:** 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

**BACKGROUND:** The purpose of this action item is to nominate and select a Chair and Vice-Chair for the Transportation Policy Coordinating Committee (TPCC).

The Chair is responsible for presiding over TPCC meetings, maintaining order, recognizing speakers, and ensuring the efficient conduct of committee business. The Chair may also serve as a point of contact on behalf of the TPCC between meetings, as needed, to support timely coordination of MPO matters.

The Vice-Chair serves in the absence of the Chair and assumes the duties of the Chair when necessary.

Nominations may be made during the meeting. Following nominations, the TPCC will vote to select a Chair and Vice-Chair.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the Committee.

**FISCAL EFFECTS:** None.

Report compiled on: February 18, 2026