

(CURRENTLY UNDER REVIEW FOR REVISION)
BYLAWS OF THE
RESOURCE RECOVERY COMMITTEE
ALAMO AREA COUNCIL OF GOVERNMENTS

ARTICLE I: NAME

The name of the committee shall be the Resource Recovery Committee (RRC) of the Alamo Area Council of Governments (AACOG).

ARTICLE II: PURPOSE

The RRC was formed by AACOG in 1980 to study solid waste needs in the thirteen county AACOG region and to develop a comprehensive approach to solid waste management. This committee satisfies a requirement of Subchapter O of 30 TAC 330.631-330.649. The AACOG Board of Directors retains discretion regarding any issues not specifically addressed within these bylaws.

ARTICLE III: ACTIVITIES

The activities of the RRC shall include, but not be limited to the following:

1. Advise the Board of Directors of AACOG on all program and policy matters related to solid waste management/resource recovery, which affect, in whole or in part, the AACOG region.
2. Review and make recommendations to the AACOG Board of Directors on studies, reports, proposals, plans, projects, and applications for state and federal assistance, which pertain to solid waste management/resource recovery in development of the AACOG region.
3. Conduct periodic reviews, at least once every 5 years, of the 20 year regional solid waste management plan goals and objectives to determine the degree of participation and cooperation of the RRC and the various public and private entities in the AACOG region.

ARTICLE IV: MEMBERSHIP

A. COMPOSITION

Committee members shall represent a broad range of interests, including but not limited to local government and agency staffs and elected officials, citizen groups, commercial and industrial groups, environmental groups, solid waste operators, solid waste professionals, and interested individuals.

Membership of the RRC shall consist of up to twenty-eight (28) categorical members, representing, but not limited to the following:

1. County Representation (14):

Atascosa County: 1
Bandera County: 1
Bexar County: 2
Comal County: 1
Frio County: 1
Gillespie County: 1
Guadalupe County: 1
Karnes County: 1
Kendal County: 1
Kerr County: 1
Medina County: 1
McMullen County: 1
Wilson County: 1

2. City Representation (6):

City of San Antonio: 2
Greater Bexar County Council of Cities (GBCCC): 1
Group A cities – Atascosa, Frio, McMullen, Medina: 1
Group B cities – Comal, Guadalupe, Karnes and Wilson: 1
Group C cities – Bandera, Gillespie, Kendall and Kerr: 1

3. At-Large Regional Representation (5):

Private Operators: 3
Citizen/Environmental Groups: 1
Education/Economic Development: 1

4. Ex-Officio/Non-voting (advisory role) (3):

TCEQ: 2
AACOG: 1

Each member government in the AACOG region shall have the opportunity to nominate at least one representative. The AACOG Board of Directors may recommend members to fill vacancies based on vacant category, and the RRC may also recommend at-large regional representation nominees. From these nominations, a list of recommended members will be submitted to the AACOG Board for approval. The membership will reflect as closely as possible the participation required by the Texas Commission on Environmental Quality (TCEQ) and represent a balance between urban and rural interests.

Representatives of interests not otherwise serving on the Committee may be invited to serve in ex-officio, non-voting capacity to provide advisory assistance to the RRC and serve at the discretion of the committee.

B. ALTERNATE MEMBERS

All members of the RRC may recommend an alternate member in writing to the RRC. The alternate member shall meet, as closely as possible, the membership requirements of the regular member. All alternates must be approved by the ACOG Board of Directors.

Alternate members shall be afforded meeting notification and attendance privileges, and shall have voting privileges in the absence of the regular member. If the regular member terminates prior to the end of the appointed term, the alternate member shall succeed to full RRC membership for the remainder of an unexpired term, but shall not succeed to any committee office held by a member who resigns.

C. MEMBERSHIP TERMS AND ATTENDANCE REQUIREMENTS

All members shall be appointed by the ACOG Board of Directors, upon prior recommendation of RRC, and shall serve for a period of three (3) years. Members may be reappointed and shall serve staggered terms.

Any member or alternate member may resign from RRC at any time by submitting a written resignation to the Committee Chairperson.

To remain a participant in the RRC, each member cannot miss more than 3 consecutive meetings. At the beginning of each meeting, the Chairperson will take roll and that roll will become part of the minutes. A member will be considered present if the member or designated alternate is in attendance.

If a member misses 3 unexcused consecutive meetings, ACOG staff will contact the entity the member represents regarding their continued participation in the RRC. ACOG will report all attendance violations and subsequent responses from the represented entity to the RRC. The RRC may decide to either retain the member or send a recommendation to the ACOG Board for replacement of the member on the RRC.

Meetings shall be held at least once per quarter. Written notice of all meetings shall be made ten (10) business days prior to the date of the meeting.

Special meetings, in addition to regularly scheduled meetings, shall be held whenever necessary and called by the RRC Chairperson. Notice of such meetings shall be the same as for regular meetings, except that only 72 hour notice shall be required. Absence from a special meeting shall not count against a member's attendance record. When possible, cancellation of meetings will be done in advance by regular U.S. postal service, electronic mail, or phone (including text).

All communications shall, where practical, be conducted by means of regular U.S. postal service, electronic mail, or phone (including text). Lack of receipt of such U.S. postal service, electronic mail, or phone (including text) shall not make void or negate otherwise legitimate action of RRC.

D. ETHICS

All Resource Recovery Committee (RRC) members have a general responsibility to represent the best interests of their local government, private industry, or citizen/public interest group as well as the goals and objectives of the RRC. In accordance with Article III.2, each RRC member shall score grant applications in a fair and equitable manner.

RRC members and alternates must declare any conflict of interest or vested interest in any issue (including grant applications) being reviewed. A RRC member who has stated a conflict of interest or vested interest in any issue or grant application shall not vote on that issue or score that application.. A vested interest or conflict of interest shall be considered to exist if a person has an association through employment, contract, subcontract, or as a consultant, owner, board member, committee member, etc., with the issue or grant application being reviewed.

RRC members shall not score their own grant application. The member shall not make an oral presentation, answer questions, or provide follow up information if requested. A member's action of abstention shall be noted in the meeting minutes.

E. QUALIFICATIONS

To serve on the RRC, members should have experience in the solid waste, sustainability, resource recovery, or related industries. Members should also have an understanding of local and regional issues and infrastructure of at least one of the aforementioned industries.

ARTICLE V: SUBCOMMITTEES

Subcommittees and ad hoc subcommittees shall be appointed by the Chairperson of RRC. No subcommittee shall exceed ten members. A RRC member shall chair the subcommittee.

When appropriate, non-RRC members may be invited to serve on a subcommittee but may number no more than one-third of the membership.

ARTICLE VI: OFFICERS

The Chairperson, Vice-Chairperson, and any other officer(s) deemed necessary shall be elected for a three-year term by majority vote of members in good standing of RRC. Term of officers is contingent upon their term of appointment.

Should the Chairperson not complete his/her term, the Vice-Chairperson shall assume the position of Chairperson, contingent on the term of appointment.

The Chairperson shall preside at all meetings of the RRC, perform all duties common to the office, and such other duties as the AACOG Board of Directors shall designate from time to time. The Chairperson of the RRC shall not serve as Chairperson on any other AACOG committee.

The Vice-Chairperson shall be vested with all the powers to perform all of the duties of the Chairperson in event of the Chairperson's absence or resignation. In the event of the Chairperson's resignation, a new Vice-Chairperson will be elected by the RRC.

ARTICLE VII: QUORUM

A one-third (1/3) majority of the members, not including vacancies, shall constitute a quorum for the transaction of any business to come before RRC.

ARTICLE VIII: AMENDMENTS

These bylaws may be amended at a meeting of RRC by a majority vote of the committee membership present. All proposed amendments shall become effective only if approved by the AACOG Board of Directors. The bylaws shall be reviewed at least every six (6) years.

ARTICLE IX: STATUTORY REQUIREMENTS

The foregoing provisions of these bylaws notwithstanding, neither RRC, nor any subcommittee formed or appointed, shall exercise any power, authority, or prerogative, or assume any duty or responsibility which is contrary to the provisions of the AACOG Articles of Agreement, bylaws and Guidelines for Public Participation, or any other provisions of the law of the Constitution of the United States of America and/or the State of Texas.

ARTICLE X: GRANT REVIEW PROVISIONS

Prior to each grant funding cycle, scoring criteria and categories may be reviewed and/or revised by the RRC.

Bylaws History

Adopted 8/24/2001

Updated 4/22/2020