

By-Laws
Nevada Department of Transportation
NEVADA AVIATION TECHNICAL ADVISORY COMMITTEE (NATAC)
Revised November 15, 2016

STATEMENT OF PURPOSE, OBJECTIVES AND PROCEDURES

I. STATEMENT OF PURPOSE

The Nevada Aviation Technical Advisory Committee (NATAC) was formed as the forum for discussing planning and programming issues related to the Continuous Statewide Nevada Aviation Systems Plan Update (NASP), providing recommendations for the administration of the Nevada Aviation Trust Fund, and to fulfill the public participation processes defined under Nevada's open meeting law as defined under Nevada Revised Statutes (NRS) Chapter 241 and the Federal Aviation Administration (FAA) requirements per Advisory Circular 150/5050-3A.

II. OBJECTIVES

- A. Provide review, comment, and make recommendations on the statewide aviation planning process for the statewide aviation transportation system required by state statute and the Federal Aviation Administration (FAA) National Plan of Integrated Airport Systems.
- B. Provide review, comment, and recommendations on statewide transportation planning documents, including the Statewide Intermodal Transportation Plan, and the State Transportation Improvement Program related to Nevada's air transportation system.
- C. Provide review, comment, and recommendations on statewide aviation transportation planning and development issues raised by the State Transportation Board and the Nevada Department of Transportation.
- D. Provide review, comment, and recommendations on issues, policies, goals and objectives as defined in the Nevada Aviation Systems Plan.
- E. Provide review, comment, and recommendations on policies, guidelines, project selection and prioritization relating to the administration of the Nevada Aviation Trust Fund.

II. PROCEDURES

A. Membership:

- 1. Committee membership is made up of aviation industry, airport operators, pilots, Federal and State government and other aviation interest groups and experts, as appropriate. Agenda items requiring action or approval during

By-Laws
Nevada Department of Transportation
NEVADA AVIATION TECHNICAL ADVISORY COMMITTEE (NATAC)
Revised November 15, 2016

semi-annual meetings of the NATAC will be voted on by the full Committee and accepted after majority vote of the Committee is achieved.

2. Representatives from nine member agencies/entities in attendance constitute a quorum. Members may be added to the Committee by recommendation and acceptance of the Committee.
3. Committee membership may be comprised of representatives from:

Nevada airports, directly or via engineers, consultants, planners or other technical experts engaged by Nevada airports
Nevada Airports Association (NvAA)
Nevada Business Aviation Association (NvBAA)
Aircraft Owners' and Pilots Association (AOPA)
National Business Aviation Association (NBAA)
Airline Transport Association (ATA)
Experimental Aircraft Association (EAA)
Recreational Aviation

In addition, advisory participants in any meeting shall be open to representatives of governmental entities, including but not limited to;

Federal Aviation Administration (FAA)
Nevada Department of Transportation, Aviation (or Administration)
Bureau of Land Management (BLM)
Nevada Development Districts
US Forest Service
Civil Air Patrol

4. Regular attendance is encouraged. Members will designate a representative and/or may designate an alternate to serve in the Member's absence. Member agencies/entities who are not represented at three (3) or more consecutive meetings will be requested to redesignate their representative to the Committee via letter.

B. Officers:

1. A Chairman and Vice-Chairman will be nominated from the membership of the Committee and be selected by majority vote of the Committee.
2. Terms of office for the Chairman and Vice-Chairman will be two year. The

By-Laws
Nevada Department of Transportation
NEVADA AVIATION TECHNICAL ADVISORY COMMITTEE (NATAC)
Revised November 15, 2016

Chairman will be replaced by the Vice-Chairman, with a new Vice-Chairman being selected at the meeting designated by the Committee.

3. If the Chair or Vice Chair is unavailable or unable to facilitate a meeting the most recent Chair will conduct the meeting, or if so requested, a representative from NDOT may conduct the meeting.
4. If the Chair or Vice Chair is not able to complete at least half their term, for any reason, the committee will hold a special election to nominate and elect an officer to fill the vacancy.

C. Meetings:

1. Meetings of the NATAC will normally be scheduled to meet from 9:00 A.M. till noon on the third Monday of September and the third Monday of March every year, or on a date and time approved by the NATAC. In addition, the Committee may choose to meet on an as-needed basis or to change the meeting, time, date or location.
2. Meetings of the NATAC are subject to the requirements of the Nevada Open Meeting Law (NRS Chapter 241) and any pertinent FAA notice or public participation requirements. Meetings may be held telephonically, or electronically, so long as the membership has an opportunity to participate in the discussion and debate, as well as the vote on items agendaized.
3. Draft agendas for meetings of the NATAC will be approved by the Chairman and will be mailed or otherwise distributed to the Committee members a minimum of one week prior to the scheduled Committee meeting date.
4. Members are encouraged to submit items for inclusion on the agenda. Items must be submitted to the NDOT Aviation Planning at least two weeks prior to the scheduled meeting date. In addition, members can recommend agenda items during discussions on future agenda items at each NATAC meeting
5. Each agency-member of the Committee is entitled to one vote.
6. Voting may be exercised by voice, show of hands, roll call, or by electronic means, as designated by the Chairman.
7. Votes taken on items requiring action by the Committee will only be taken if a quorum is present. A simple majority vote of those present is required to decide an issue. If a quorum is not present, no action may be taken.

By-Laws
Nevada Department of Transportation
NEVADA AVIATION TECHNICAL ADVISORY COMMITTEE (NATAC)
Revised November 15, 2016

8. The Committee will only take action on those items on the agenda that are designated as action items.
9. Committee meetings will be conducted according to Newly Revised Robert's Rules of order, except as follows:

"A. "The Chairman may make motions and can vote."

Subcommittees: At the discretion of the Chairman, and upon approval of the Committee, subcommittees may be formed as necessary.
10. Members will serve without compensation by FAA/NDOT.

C. Minutes:

1. Meetings will be recorded and minutes will be prepared for approval by the Committee.
2. The minutes will be in conformance with NRS 241.035
3. The minutes or audiotape recordings of the meeting will be made available for inspection by the public within 30 days of the meeting.

D. Amendments

1. These Bylaws may be amended by recommendations of the NATAC by a majority vote of its members present and with the approval of the Director of the Nevada Department of Transportation.

By-Laws
Nevada Department of Transportation
NEVADA AVIATION TECHNICAL ADVISORY COMMITTEE (NATAC)
Revised November 15, 2016

Recommended for approval on this 15th day of November, 2016, by a majority vote of the members of the Nevada Aviation Technical Advisory Committee.


Wendy Rudder, Chairman

11/15/16
Date

APPROVED by the Director of the Nevada Department of Transportation.


Rudy Malfabon, Director

12-9-16
Date