

Montgomery County Rapid Transit System Bus Rapid Transit (BRT) Corridor Advisory Committee (CAC)

CAC Mission Statement and Ground Rules

CAC Mission Statement

The MD 355, MD 586 and US 29 Corridor Advisory Committees (CAC) will:

- Give community participants the opportunity to provide input to all planning and design.
- Provide the opportunity to discuss study assumptions and methodologies.
- Fulfill County Council requirements for transparency and community involvement.
- Provide the opportunity for interaction and information-sharing among impacted residents/communities, property owners of businesses/institutions, transportation agency representatives, and transportation system users.
- Study and discuss potential community impacts in a comprehensive manner that supports cost-effective and context- and community- sensitive implementation outcomes.
- Serve as a clearinghouse for sharing of timely and accurate information on the studies and plans in each corridor.
- Share information from the CAC meetings with the community groups that you represent and share input received from them during subsequent CAC meetings; and
- Provide leadership and build consensus within the community to coalesce diverse interests and address stakeholder issues.

CAC Ground Rules

A. How We Treat Each Other:

- Each member has an equal right to speak and ask questions.
- All concerns and issues should be raised during the CAC meetings.
- Each member is encouraged to share individual viewpoints. Individual opinions are valid whether others agree with them or not.
- We will listen to, respect and seek to understand the views of others, particularly those perspectives that differ from our own.
- Disagreements will be explored not suppressed. In some instances, however, disagreements may be discussed outside of meetings so that we are not distracted from achieving the purpose of the meetings.
- We will be courteous when addressing other members, staff and consultants.
- We will refrain from interrupting each other, staff or consultants.
- We will keep our comments relevant to the topic under discussion.
- The CAC facilitator is responsible for running the meeting and covering each agenda item; please respect their approach and partner with them to ensure the best and most productive meeting environment.

B. How We Provide Feedback And How The Feedback Will Be Used:

- The CAC is an advisory group; not a decision-making group.
- The CAC will not take votes; but rather provide input/feedback.
- Information will be presented to the CAC and the project team will seek input/feedback from the CAC members.
- The project team will summarize the input/feedback provided by the CAC and publish the meeting summary on the project website.
- Information will not be repeated from one meeting to the next; if a CAC member misses a meeting it is his/her responsibility to review information from that meeting and/or speak with the CAC facilitator to stay up to date.
- Members may designate an alternate to attend and participate in discussions in his or her absence.
- Non-members may attend meetings as observers. However, non-members will not participate in the meetings. If there is time available at the end of meetings the facilitator may allow comments from members of the public in attendance.

C. How We Communicate with Those Outside the CAC:

- It is expected that CAC members will share information with other stakeholders and be a liaison between the CAC and the constituency they represent.
- When speaking about the work of the CAC outside of meetings, CAC members are speaking for themselves only.
- Draft materials shared by and among members, staff and consultants shall be treated as working papers.