

# Authority and By-Laws

## Lehigh Valley Freight Advisory Committee (LVFAC)

### Authority

The Freight Advisory Committee shall be advisory to the Lehigh Valley Transportation Study (LVTS) on all goods movement issues, studies and projects, and the development of a functional and efficient freight system. Anticipated Committee results and benefits include technical studies, capital improvements to transportation facilities, and greater consideration of freight movement in short and long-range plans.

### Purpose

Maximize the Lehigh Valley's position in the global economy by promoting a regional goods movement strategy and balancing freight operations with community goals.

The Lehigh Valley Freight Advisory Committee is established to maximize the Lehigh Valley's goods movement capability by sharing information and technology between public and private freight interests, promoting the region's intermodal capabilities and capacity, and developing and implementing a regional goods movement strategy.

### Focus

The movement of freight to and from manufacturing sites, cities/downtown areas, intermodal facilities, warehouses, and utilities, as well as the region's freight transportation network (i.e., highways, railroads, ports, airports, and pipelines).

### Geographic Area

The entirety of Lehigh and Northampton Counties including the cities of Allentown, Bethlehem, and Easton, Pennsylvania. Also including Lehigh Valley connections to other regions, states, and nations.

### Meetings

Freight Advisory Committee meetings shall initially be held a minimum of three times annually (once every 4 months) and will consist of LVTS staff presentations, guest speakers, and member updates on timely goods movement topics. Meeting frequency may increase at the request of the Committee and based on interest and staff resource availability. Official items of business will be presented to the Freight Advisory Committee for consideration and endorsement at each meeting.

Proposed action items may originate from committee members or they may be initiated by LVTS staff. The action items will generally conform to subjects contained within the Lehigh Valley Freight Plan and in line with the LVTS's immediate obligations including capital programming and technical studies.

The following objectives serve as a guide to the development of Committee agendas:

- Insure the participation of the freight industry in the planning process.
- Identify improvements to facilitate the safe and efficient movement of freight.
- Implement regional congestion and intermodal management programs.
- Improve communications and data and technology sharing.

Meetings are intended to create an environment for information sharing, training, and education. Accordingly 'rules of order' are generally subject to Committee preferences. That said, Robert's Rules of Order shall govern formal recommendations and action item proceedings as deemed appropriate by a majority vote of a quorum present.

Meeting materials will be transmitted to Freight Advisory Committee members approximately 5 days prior to the meeting. Task Force meetings begin at 10AM in the LVPC Main Conference Room (unless notified otherwise).

## Membership

Freight Advisory Committee membership and meetings are open to all goods movement and transportation professionals located or operating in the Lehigh Valley. Freight Advisory Committee membership shall initially strive to consist of the following representation:

(9) LVTS Membership (LVPC, PennDOT, LANta, LNAA, Lehigh County, Northampton County, City of Allentown, City of Bethlehem, and City of Easton)

(1) Truck Driver

(1) Law Enforcement Official

(2) CDL Training Organizations (i.e. LCCC, LCTI, Northampton County Community College)

(1) Freight Insurance/Risk Management Provider

(2) Freight (Warehouse/Distribution) Shipper/Receiver

(2) Class I and Short-Line Railroads (i.e. Norfolk Southern, RJ Corman, LV Rail Management)

(2) Trucking Firms and Associations

(1) Third Party Logistic/Supply Chain Company (i.e. Westgate Global, Derby Solutions)

(1) Industrial Development Organization (LVIP)

(1) Federal Agency (FHWA)

(1) PA Motor Truck Association Representative

(1) Economic Development Organization (LVEDC)

(1) Chamber of Commerce (GLVCC)

(1) Regional bus operator (i.e. Bieber, Transbridge, Easton Motor Coach)

(1) Developer (i.e. Jaindl, Petrucci)

Committee membership is subject to change depending on attendance and interest. In addition, other interested parties such as the PA Turnpike Commission, the Delaware River Joint Toll Bridge Commission, the DVRPC, the NJTPA, the Berks County Planning Commission, and interested boroughs, townships, legislators and private developers are encouraged to routinely attend and participate.

Active committee members may participate in the voting process. Following discussion and action, appropriate follow-up steps will be made according to the committee's direction and at the discretion of the LVPC. For example, the committee's recommendations may serve as expert input and guidance to another LVPC/LVTS committee or programmatic area.

## Chairperson

The first inaugural Chairperson shall serve a 1-year term and shall be a PennDOT representative. Following this initial term, the Committee body will elect a Chairperson to serve a two-year term of office. The Chairperson will be the face of the Committee and will serve as the spokesperson to the work undertaken by the Committee. The Chair may assign a replacement to conduct meeting business in his or her absence.

## Staffing

All administrative support for the committee and the meetings is provided by LVPC staff. Historic documentation and meeting materials regarding the committee will be maintained on the LVPC website.