

Application – GOCA PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE

The Greater Olney Civic Association (GOCA) is immediately accepting applications from Olney residents who would like to participate as members of its PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE, a committee that will perform several functions of various Standing Committees under Article VII of GOCA's bylaws. For purposes of this notice, "Olney" is the area covered by the Olney Master Plan.

Persons who would like to apply to become PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE members are requested to complete the following application and to then email it as soon as possible to GOCA President John Webster at gocapresident@gmail.com. Applications must be received no later than December 12, 2014 for membership consideration. Each applicant will receive notice of whether he or she has been selected by December 19, 2014.

All information provided on this application will be held in confidence and used solely for the purpose of selecting PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE members.

Details of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE's responsibilities are contained in the Charter, following this application.

Applicants should note that while work will vary depending upon the status of policies being developed and under consideration, members should anticipate needing to devote about 3 to 4 hours per month to these duties.

APPLICANT NAME:

HOA or Civic Association (if applicable):

HOME ADDRESS:

EMAIL ADDRESS:

TELEPHONE:

DAY:

EVENING:

NUMBER OF YEARS LIVING IN OLNEY:

SHORT STATEMENT ON YOUR PERSONAL VIEW ON AT LEAST THE TOP THREE PUBLIC POLICY AND COMMUNITY AFFAIRS ISSUES FACING OLNEY:

QUALIFICATIONS FOR PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE:

REASON(S) YOU WOULD LIKE TO BECOME A PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE MEMBER:

ANY POTENTIAL CONFLICTS OF INTEREST:

ANY OTHER RELEVANT INFORMATION GOCA SHOULD KNOW:

GOCA PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE

CHARTER

10/26/2014

Whereas the President, under the ByLaws of the Greater Olney Civic Association, Inc. (GOCA), has recommended the establishment of a charter of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE, a Committee that would perform the consolidated functions under Article VII of the ByLaws of the Community Beautification Committee, Community/Business Relations Committee, Land Use Committee, and Legislative Committee.

Whereas GOCA Officers have determined that there is a need for establishing processes and procedures and for describing the scope of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE for the effective functioning of the committee;

Therefore, the Officers of GOCA approve the below charter on functions and guidelines of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE. This charter is effective until rescinded or modified by the vote of the Officers Committee.

Purpose

The PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE's purpose is to improve and preserve the PUBLIC POLICY AND COMMUNITY AFFAIRS in Olney by performing the following functions:

Community/Business Relations – promoting business development and business practices that are responsible to, and serve the best interests of, the Olney community; and liaise with the Olney Chamber of Commerce and the Olney Town Center Advisory Committee.

Community Beautification – promoting the physical beauty of the Olney community by working with business, associations, and state and local governments to: encourage public participation and through voluntary cooperative efforts, with respect to landscaping, building designs, and street decorations on special occasions; also by addressing issues with the same organizations on matters of noise, garbage and recycling collection, graffiti, wildlife, pets, and on other issues that would help to preserve and maintain Olney's parks and open spaces.

Land – ensuring that land use within the Olney community is in compliance with all laws, codes and other regulations on land use and zoning by monitoring developments within Olney and before County Planning Board; and by providing advice on issues including analysis of density, and historic preservation.

Legislative -- developing and recommending GOCA membership positions on matters foreseeably potentially pending before the Maryland State Legislature or the Montgomery County Council that may have an impact on the Olney Master plan area.

Other Issues – working with associations, law enforcement, and other local and state officials to promote a safe, crime-free environment, one that also is able to respond effectively to natural and man-made disasters and otherwise promotes the quality of family life in the Olney community.

The functions of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE include the following:

Review and make recommendations to the Executive Board and Officers on the GOCA position with regard to any PUBLIC POLICY AND COMMUNITY AFFAIRS issues.

Draft resolutions that identify the critical issues and, if applicable, the resolution thereof; and state the recommended GOCA position with regard to the issue.

Develop annually and maintain a list of PUBLIC POLICY AND COMMUNITY AFFAIRS issues for GOCA. These issues shall be approved by the vote of the GOCA membership and, if appropriate, communicated to State and County officials.

Monitor and gather information concerning PUBLIC POLICY AND COMMUNITY AFFAIRS issues and keep the GOCA membership informed of these issues and the status of major PUBLIC POLICY AND COMMUNITY AFFAIRS issues that may have an impact on the Olney area.

Additional issues that may be addressed by the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE are any additional specific issues that the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE chair deems appropriate after obtaining approval of it by the President.

Membership

To be eligible to apply to become a member of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE, a person must reside in the Olney Master Plan Area. GOCA Representatives are encouraged to apply. Applications must be submitted to the President. The President will select persons on the basis of stated qualifications and the need to have a balanced membership that represents various community perspectives on the issue. The PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE Chairman will be appointed by the President. The President will make the final determination regarding which persons will become members of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE. The PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE must comprise at least 3 persons. The President will determine the date that the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE is newly constituted. The PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE will make all major decisions by a simple majority vote after establishing quorum, which shall be a simple majority of its members.

Process

The general processes of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE are as follows:

Only the individual members of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE may vote on the position of the PUBLIC POLICY AND COMMUNITY AFFAIRS Committee, and each member shall have one vote. No member of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE may cast more than one vote.

Other GOCA Members and individuals may attend the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE meetings, but do not have a vote in committee.

Should an appointed member of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE miss three consecutive meetings or over one half of the meetings in any eight month period, the member shall be removed from the committee membership unless reappointed by the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE Chairman with the concurrence of the President.

The proceedings of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE shall be open to the GOCA Executive Board. Non committee members may speak at the discretion of the Chair.

Responsibilities of the Committee Chairman

The Chairman is responsible to the President and the membership for the operation of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE. The Chairman shall:

Set the agenda of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE and conduct regular meetings in accordance with RRO.

Coordinate with members of local government as necessary to ensure the committee is aware of PUBLIC POLICY AND COMMUNITY AFFAIRS issues and arranging for developing the facts and implications of the issues. The Chairman shall also arrange for the appropriate county and state officials to address the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE and GOCA membership.

Organize and direct the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE in the execution of the committee functions and responsibilities. The Chairman may establish subcommittees comprising individual members of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE to determine the facts and issues concerning individual issues and make recommendations to the full PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE concerning the disposition of the case.

Present PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE resolutions to the membership.

Keep the President informed of active PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE membership.

Responsibility of Committee Membership

The primary responsibility of the individual members is to develop the best possible position for GOCA as a whole. This position shall consider the full range of issues, pros and cons; and consistency with approved

plans and GOCA prior positions. The overriding concern shall be to represent the interests of GOCA as a whole.

Represent the interests of GOCA before state and local policymakers consistent with the policy positions taken by the Executive Board.

Recommend to the Executive Board changes to its adopted policy positions.

Communicate the policies, positions and activities of GOCA on policy issues matters through reports, press releases and other means of communications in furtherance of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE.

A member of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE, speaking as a GOCA representative, will present only the approved positions of GOCA before any governmental entity, other public entity, association or to the media after approval of the President or the Officers Committee, at the President's discretion.

External communications by any member of the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE of a substantive policy nature shall be first approved by the President or Officers Committee, at the President's discretion. Such external communications shall be closely coordinated with the President.

Membership in the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE does not prohibit any individual from expressing his or her view to a governmental entity as an individual or as a member of another organization.

Committee members shall take action/positions based on the interests of the Executive Board. If there is a known or perceived conflict, the Committee shall remain neutral, discuss the conflict with the appropriate member, and/or seek the guidance of the President.

Individual members that are directly affected by the PUBLIC POLICY AND COMMUNITY AFFAIRS COMMITTEE on an issue before the committee shall recuse themselves from the vote. Exception: This does not apply in the case of special tax district issues or in the case of land use issues.