

Florida Rail Stakeholders Advisory Committee
Worksheet #3 Key Groups- Roles and Responsibilities

***INSTRUCTIONS:** Please review this draft set of roles and responsibilities for the development process prior to the meeting. Note any additional suggestions, rewording or concerns. We will take and record your suggestions in a plenary session.*

The Florida Department of Transportation Executive Board, chaired by the Secretary and composed of top FDOT management, is responsible for reviewing the 2008 Florida Rail System Plan on behalf of the department. At key points in the process the Executive Board will be briefed on the progress of developing the plan and their input on policy and plan issues will be solicited.

The Florida Legislature, through leadership of relevant committees and by participation of key legislators on the Advisory Committee, will be briefed at the outset of the process, provided interim progress reports and provided the final consensus report.

The Executive Office of the Governor, through direct representation on the Advisory Committee, will be briefed, provided interim progress reports and provided the final consensus report.

The Florida Transportation Commission will review and provide guidance on the 2008 Florida Rail System Plan prior to its adoption by the Secretary. The Chair of the Commission will serve on the Advisory Committee.

The Secretary of the Florida Department of Transportation will ultimately adopt the 2008 Florida Rail System Plan. The Secretary also chairs the Department's Executive Board.

The Florida Department of Transportation Assistant Secretary for Intermodal System Development will be responsible for chairing the Advisory Committee and will issue the Committee's recommendations to the Secretary of **the Florida Department of Transportation**.

The Florida Rail Stakeholders Advisory Committee will manage the process to develop consensus on a set of recommendations for the Florida Rail System Plan. The Assistant Secretary for Intermodal System Development will serve as chair and the State Public Transportation and Modal Administrator will serve as vice chair and will assist the chair as appropriate. The Advisory Committee will ultimately provide policy guidance on the 2008 Florida Rail System Plan to the Secretary and Executive Board. It will help to coordinate the development of plan recommendations by any drafting groups, and make consensus decisions on recommending any revisions or updates to the Secretary of the Florida Department of Transportation, the Florida Transportation Commission, the Governor and the Florida Legislature.

Advisory Committee Members will serve on the committee representing key public and private interests. Members will directly engage in the consensus building development of

recommendations for the 2008 Florida Rail System Plan policy element, request technical assistance as needed, and contribute to consensus recommendations of the Advisory Committee.

Advisory Committee Member Designees. If applicable, members should inform the Chair of their designee. If a member is unable to attend a meeting, he or she may send their designee who can brief the member on the presentations and discussions and participate in the development of issues and recommendation, but will not participate in Committee decisions or in final decisions on consensus recommendations.

The Department of Community Affairs, the Department of Environmental Protection, and two Florida Department of Transportation Districts will each be represented and serve on the Advisory Committee and will undertake tasks as assigned by the Chair in consultation with the Advisory Committee.

Technical Liaisons are technical staffs of other agencies and organization who will support committees by performing research and providing input and/or presentations and serve as technical advisors and resource persons.

Public Role. At key moments and at all meetings in the plan development process, the public will be invited to offer input and make suggestions for the Advisory Committee to consider.

NOTE: The Florida Conflict Resolution Consortium based at FSU will assist in the design of the overall process and help to facilitate the Advisory Committee meetings and any drafting committee meetings.