



AZTech Executive Committee Charter

Element	Definition	Focus
History and Business Case	Brief history of the situation leading to the chartering of the Executive Committee. Business case addresses organizational relevance and urgency [financial, growth/re-alignment, service and culture]	The AZTech Intelligent Transportation System (ITS) Model Deployment began as an experimental project that was federally funded from 1996-2003 in the Phoenix metropolitan area. It is a regional collaboration of both public and private sectors and has been highly successful. The initial phase of AZTech cleared the path for this next phase by removing institutional barriers, building collaborative relationships and garnering resources to ensure its effectiveness. The funding from the original grant has been spent and most of the original cast has moved on. Recently, sponsors from the AZTech Executive Committee "Core Team" have given the go-ahead to re-invigorate AZTech and transition from a "project team" to an on-going regional program leadership team.
Mission	What business is AZTech in?	To champion the integration of intelligent communication and transportation systems technologies for regional solutions that provide timely and accurate information, save lives, improve mobility, and enhance quality of life.
Vision	What would we like AZTech™ to become?	A world class regional transportation and communication system that provides real-time information and on-time services to enable safe and efficient travel meeting the needs of our community.
Values	What common beliefs and ideals does AZTech value?	<ul style="list-style-type: none"> ▪ Collaboration ▪ Leadership ▪ Integration ▪ Results
Strategies	The strategies needed to achieve the AZTech Mission and Vision	<ul style="list-style-type: none"> ▪ Establish Education and Outreach Programs ▪ Expand and Strengthen Partnerships ▪ Plan, Develop and Deploy Integrated Systems ▪ Optimize Regional Operations and Management ▪ Research and Test New Technological Opportunities
Purpose of the Executive Committee (core question & deliverables)	Reason the Executive Committee exists	<p>The AZTech Executive Committee exists to achieve the vision and mission of AZTech by:</p> <ul style="list-style-type: none"> ▪ Setting strategy and priorities for regional operations and management ▪ Garnering appropriate resources ▪ Resolving issues escalated from "strategy/working groups" ▪ Clearing significant political, institutional, or resource barriers ▪ Championing "the cause" and affording educational opportunities ▪ Serving as forum for leadership issues regarding top level policy & operations considerations
Executive Committee Structure and Roles	Names and Roles	<p>Criteria includes: Director or commensurate level of authority in primary agency, interest and passion for ITS, broad multi-functional, multi-modal representation.</p> <p>The group agreed that the Executive Committee Membership Structure would have:</p> <ul style="list-style-type: none"> ▪ Open Membership (vs. finite number) ▪ Equal voice ▪ Each agency attending gets only one vote ▪ AZTech lead agency (Arizona Department of Transportation and Maricopa County Department of Transportation) directors (or respective delegates) will serve as co-chairs ▪ Private partners will play an advisory role



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Authority, Accountability	Identifies what decisions the Executive Committee can make and to whom they are accountable	<p>The AZTech Executive Committee is given authority by participating agencies and MAG (through the ITS Strategic Plan). The membership of the AZTech Executive Committee gives authority to AZTech through commitment of its resources and alignment of initiatives, policy and procedural implementation.</p> <p>The AZTech Executive Committee makes decisions by the consensus method unless they cannot make a decision and the Chairs can then exercise consultative decision making.</p> <p>The Strategy Groups make decision by consensus method unless they cannot make a decision and then the Chairs can exercise consultative decision making.</p>
Tracking & Reporting	<p>Project updates & communication of progress, milestones, timelines, etc.</p> <p>Include frequency of communications</p>	Strategy Groups report out progress to each other as needed and to the AZTech Executive Committee at the bi-monthly/quarterly meetings.
Resources	Staffing, budgets, time & materials the Executive Committee will need to accomplish its purpose	To be asked for in each of the Strategy Groups and approved by the AZTech Executive Committee.

Revised by the AZTech Executive Committee: October 22, 2015