

1                                   SUBCHAPTER E. ADVISORY COMMITTEES

2   §206.92. Definitions.

3   The following words and terms, when used in this subchapter,  
4   shall have the following meanings, unless the context clearly  
5   indicates otherwise.

6                                   (1) Advisory committee--Any committee created by  
7   the board to make recommendations to the board or to the  
8   executive director pursuant to Transportation Code, §1001.031.

9                                   (2) Board--The board of the Texas Department of  
10   Motor Vehicles.

11                                  (3) Department--The Texas Department of Motor  
12   Vehicles.

13                                  (4) Division director--The chief administrative  
14   officer in charge of a division of the department.

15                                  (5) Executive director--The chief executive  
16   officer of the Texas Department of Motor Vehicles.

17                                  (6) Member--An appointed member of an advisory  
18   committee created pursuant to this subchapter.

19                                  (7) Presiding officer--The elected presiding  
20   officer of an advisory committee created pursuant to this  
21   subchapter.

22

23   §206.93. Advisory Committee Operations and Procedures.

Texas Department of Motor Vehicles  
Chapter 206, Management

1           (a) Role of advisory committee. The role of an advisory  
2 committee under this subchapter is to provide advice and  
3 recommendations. Advisory committees shall meet and carry out  
4 their functions upon a request from the department or board for  
5 advice and recommendations on an issue(s).

6           (b) Appointment of advisory committee. The board shall  
7 appoint members to an advisory committee by selecting them from  
8 a list of potential members provided by the executive director.  
9 Each advisory committee shall elect from its members a presiding  
10 officer, who shall report the advisory committee's  
11 recommendations to the board. The executive director may  
12 designate a division or divisions of the department to  
13 participate with, or to provide subject-matter expertise,  
14 guidance, or administrative support to the advisory committee as  
15 necessary.

16           (c) Member qualifications. Members shall have knowledge  
17 about and interests in, and represent a broad range of  
18 viewpoints about, the work of the committee or applicable  
19 division(s). Board members shall not serve as advisory committee  
20 members.

21           (d) Composition of advisory committees. In making  
22 appointments to the advisory committees, the board shall, to the  
23 extent practical, ensure representation of members from diverse

Texas Department of Motor Vehicles  
Chapter 206, Management

1 geographical regions of the state who have an interest or  
2 expertise in the subject area of the particular advisory  
3 committee.

4 (e) Committee size and quorum requirements. An advisory  
5 committee shall be composed of a reasonable number of members  
6 not to exceed 24 as determined by the board. A simple majority  
7 of advisory committee members will constitute a quorum. An  
8 advisory committee may only transact business when a quorum is  
9 present.

10 (f) Terms of service. Advisory committee members will  
11 serve terms of four years. A member will serve on the committee  
12 until the member resigns, is dismissed or replaced by the board,  
13 or the member's term expires.

14 (g) Member training requirements. Each member of an  
15 advisory committee must receive training regarding the Open  
16 Meetings Act, Government Code, Chapter 551, and the Public  
17 Information Act, Government Code, Chapter 552.

18 (h) Compliance with Open Meetings Act. The advisory  
19 committee shall comply with the Open Meetings Act, Government  
20 Code, Chapter 551.

21 (i) Public input and participation. The advisory  
22 committee shall accept public comments made in-person at  
23 advisory committee meetings or submitted in writing. Public

Texas Department of Motor Vehicles  
Chapter 206, Management

1 comments made in writing should be submitted to the advisory  
2 committee five business days in advance of the advisory  
3 committee meeting with sufficient copies for all members.

4 (j) Reporting recommendations. Recommendations of the  
5 advisory committee shall be reported to the board at a board  
6 meeting prior to board action on issues related to the  
7 recommendations. The recommendations shall be in writing and  
8 include any necessary supporting materials. The presiding  
9 officer of the advisory committee or the presiding officer's  
10 designee may appear before the board to present the committee's  
11 advice and recommendations. This subsection does not limit the  
12 ability of the advisory committee to provide advice and  
13 recommendations to the executive director as necessary.

14 (k) Board use of advisory committee recommendations. In  
15 developing department policies, the board shall consider the  
16 written recommendations and reports submitted by advisory  
17 committees.

18 (l) Reimbursement. The department may, if authorized by  
19 law and the executive director, reimburse advisory committee  
20 members for reasonable and necessary travel expenses.

21 (m) ~~g~~ Expiration dates for advisory committees. Unless  
22 a different expiration date is established by the board for the  
23 advisory committee, each advisory committee is abolished on the

Texas Department of Motor Vehicles  
Chapter 206, Management

1 fourth anniversary of its creation by the board.

2 ~~[(a) Unless a member resigns from an advisory committee,~~  
3 ~~the member continues to serve on the committee until the member~~  
4 ~~is dismissed or replaced by the board, or until the committee~~  
5 ~~concludes all business or is disbanded. The executive director~~  
6 ~~may designate a division of the department to participate with,~~  
7 ~~or to provide subject-matter expertise, guidance, or~~  
8 ~~administrative support to the advisory committee.]~~

9 ~~[(b) A summary of the business undertaken by each~~  
10 ~~advisory committee shall be prepared and filed with the board or~~  
11 ~~the board's designee.]~~

12 ~~[(c) All summaries and other records of each advisory~~  
13 ~~committee proceeding are records of the board that may be~~  
14 ~~subject to disclosure under the provisions of Government Code,~~  
15 ~~Chapter 552.]~~

16 ~~[(d) The department may, if authorized by law and the~~  
17 ~~executive director, reimburse advisory committee members for~~  
18 ~~reasonable and necessary travel expenses.]~~

19 ~~[(e) In developing department policies, the board shall~~  
20 ~~consider the recommendations submitted by advisory committees.]~~

21 ~~[(f) The designated division shall report to the board on~~  
22 ~~actions, including any advice and recommendations, of an~~  
23 ~~advisory committee prior to board action on a pertinent issue.~~

Texas Department of Motor Vehicles  
Chapter 206, Management

1 ~~The chair of the advisory committee or the chair's designee may~~  
2 ~~appear before the board prior to board action on a posted agenda~~  
3 ~~item to present the committee's advice and recommendations.]~~  
4

5 §206.94. Motor Vehicle Industry Regulation Advisory Committee  
6 (MVIRAC).

7 (a) The MVIRAC is created to make recommendations, as  
8 requested by the department and board, on issues related to  
9 regulation of the motor vehicle industry.

10 (b) The MVIRAC shall comply with the requirements of  
11 §206.93 of this title (relating to Advisory Committee Operations  
12 and Procedures).

13 (c) The MVIRAC shall expire on July 7, 2023.

14  
15 §206.95. Motor Carrier Regulation Advisory Committee (MCRAC).

16 (a) The MCRAC is created to make recommendations, as  
17 requested by the department and board, on issues related to  
18 motor carrier registration and motor carrier regulation.

19 (b) The MCRAC shall comply with the requirements of  
20 §206.93 of this title (relating to Advisory Committee Operations  
21 and Procedures).

22 (c) The MCRAC shall expire on July 7, 2023.

23

Texas Department of Motor Vehicles  
Chapter 206, Management

1 §206.96. Vehicle Titles and Registration Advisory Committee  
2 (VTRAC).

3 (a) The VTRAC is created to make recommendations, as  
4 requested by the department and board, on issues related to  
5 vehicle titles and registration.

6 (b) The VTRAC shall comply with the requirements of  
7 §206.93 of this title (relating to Advisory Committee Operations  
8 and Procedures).

9 (c) The VTRAC shall expire on July 7, 2023.

10  
11 §206.97. Consumer Protection Advisory Committee (CPAC).

12 (a) The CPAC is created to make recommendations, as  
13 requested by the department and board, on investigation and  
14 enforcement issues, including but not limited to: vehicle titles  
15 and registration fraud; lemon law; the warranty performance  
16 program; and various other issues affecting consumers.

17 (b) The CPAC shall comply with the requirements of  
18 §206.93 of this title (relating to Advisory Committee Operations  
19 and Procedures).

20 (c) The CPAC shall expire on July 7, 2023.

21  
22 §206.98. Customer Service Advisory Committee (CSAC).

23 (a) The CSAC is created to make recommendations, as

Texas Department of Motor Vehicles  
Chapter 206, Management

1 requested by the department and board, on issues related to  
2 improving and enhancing customer service by the department,  
3 including, but not limited to: infrastructure; new customer  
4 service initiatives; policy and process improvements; and  
5 technology.

6 (b) The CSAC shall comply with the requirements of  
7 §206.93 of this title (relating to Advisory Committee Operations  
8 and Procedures).

9 (c) The CSAC shall expire on July 7, 2023.

10  
11 §206.99. Use of Advisory Committees and Working Groups.

12 In determining appropriate situations in which to utilize an  
13 advisory committee versus a working group, the department and  
14 the board shall prioritize the use of advisory committees in  
15 rulemaking on significant or controversial issues of public  
16 policy. The department may form working groups to advise  
17 department staff. A working group is not a standing committee  
18 formed to advise the board, but a group formed by department  
19 staff on an as-needed basis.