

**BYLAWS**  
**Michigan Speed Measurement Task Force**  
**Revision October 17, 2005**

**ARTICLE I: NAME AND LOCATION**

Section 1. NAME: The name of the organization is "Michigan Speed Measurement Task Force," referred to in these Bylaws as "Task Force." (Formally known as "Michigan Radar Task Force")

Section 2. LOCATION: Information about the Task Force is located on the Task Force website located at [www.michigan.gov/msmtf](http://www.michigan.gov/msmtf)

**ARTICLE II: PURPOSE AND AUTHORITY**

Section 1. PURPOSE: The Task Force was established in 1979 by the Michigan Office of Highway Safety Planning (OHSP), a division of the Michigan Department of State Police, for the purpose of monitoring the status of speed measuring devices in Michigan and to formulate recommended standards for both equipment and training. The Task Force is charged with the following responsibilities: to report to the Task Force Steering Committee the study, considerations, and evaluations of all matters of policy, standards, and practices relating to and involving speed measuring devices, including procedures of training and adjudication.

Section 2. AUTHORITY: The existence of the Task Force in no way abrogates the authority of the member departments, nor does it release member department responsibilities from their statutory duties. The Task Force should consult and coordinate with those departments in the discharging of their duties.

**ARTICLE III: MEMBERSHIP**

Section 1. MEMBER ORGANIZATIONS: Composition of the Task Force includes the following:

1. Michigan Association of Chiefs of Police (MACP)
2. Michigan Department of Management and Budget, Acquisition Services (MDMB)
3. Michigan District Judges Association (MDJA)
4. Michigan Judicial Institute (MJI)
5. Michigan Commission On Law Enforcement Standards (MCOLES)
6. Michigan Sheriffs' Association (MSA)
7. Michigan State Police (MSP), Field Operations Division, Traffic Services Section
8. Michigan State University (MSU), School of Criminal Justice
9. Michigan Office of Highway Safety Planning (OHSP)
10. Prosecuting Attorneys Coordinating Council (PACC)
11. Detroit Police Department (DPD)
12. Michigan Association of District Court Magistrates (MADCM)
13. Michigan Law Enforcement Training Directors Association (MLETDA)
14. Michigan Department of Natural Resources (DNR)

Changes in organizational membership shall be accomplished as **provided** in Article VIII.

## Section 2. REPRESENTATIVES

1. The Task Force will have one designated representative from each of the member organizations shown in Article III, Section 1.
2. The term of office for a representative on the Task Force will be determined at the discretion of their member organization.

Section 3. ALTERNATES: When a representative is unable to attend a Task Force meeting (see Article V) or serve on a Standing Committee (see Article VI), an alternate designated by the representative from the member organization may attend for that representative.

1. The representative that cannot attend a Task Force meeting (see Article V) must notify the Task Force Chair in writing and designate who will represent that member organization. This alternate will have full voting privileges and be called an "ad hoc alternate."
2. The representative on a Standing Committee may designate an alternate in writing from the member organization to the Task Force Chair. This designation will be for one year and must be reconfirmed in writing annually to the Task Force Chair. This alternate will have full voting privileges on the Standing Committee and be called a "standing alternate."

Section 4. VOTING: Each member organization listed in Article III, Section 1, shall have one vote.

Section 5. VACANCY: A representative of a member organization may be terminated by written notice to the Task Force Chair. The member organization shall also notify the Task Force Chair in writing of the new representative.

## **ARTICLE IV: ORGANIZATION**

Section 1. OFFICERS: There shall be the following officers: Chair and Vice-Chair.

Section 2. ELECTION: The Chair and Vice-Chair of the Task Force shall be elected annually at the fall meeting by the Task Force.

Section 3. TERM AND VACANCY: The Chair and Vice-Chair shall hold office for a period of one year. Should the Chair of the Task Force be vacated, the Vice-Chair shall serve out the term or until a successor is elected, and shall perform all the duties of the Chair.

Section 4. DUTIES: The Chair is the chief executive officer of the Task Force and is responsible for the management of all projects and activities of the Task Force. The Chair shall develop an appropriate agenda and preside at all meetings of the Task Force. Secretarial duties shall be coordinated by the Chair and Vice Chair. The Chair or Vice Chair shall be responsible for the minutes of all Task Force meetings and perform other duties as may be assigned.

## **ARTICLE V: TASK FORCE MEETINGS**

Section 1. REGULAR MEETINGS: The Task Force shall hold at least one meeting annually in the fall.

Section 2. OTHER MEETINGS: Other meetings may be called at any time by the Chair or upon the request of a majority of the Task Force.

Section 3. QUORUM: A majority of the member organization representatives shall constitute a quorum for conducting business at any Task Force meeting.

Section 4. CONDUCT OF MEETINGS: Meetings shall be conducted in accordance with Robert's Rules of Order (current edition) in all matters not in conflict with these Bylaws.

Section 5. CONTENT OF MEETINGS: Meetings shall be for the discussion of all matters relating to and involving speed measuring devices, for establishment of positions and policy, and for the approval of Task Force projects.

## **ARTICLE VI: STANDING COMMITTEES**

Section 1. STANDING COMMITTEES: There shall be three Standing Committees: Training Committee, Technical Committee, and Adjudicative Committee. The Chairs of the Standing Committees shall be appointed annually by the Chair of the Task Force after consultation with the Steering Committee (see Article VII). The Chairs of the Standing Committees shall be responsible for selecting members after consultation with the Task Force Chair.

Section 2. TRAINING COMMITTEE: The Training Committee shall serve the following functions:

1. recommend operator training standards to the Task Force;
2. review and recommend operator training course materials to the Task Force;
3. review and recommend instructor training course materials to the Task Force;
4. assist the Technical Committee (see Article VI, Section 3); and,
5. assist the Adjudicative Committee (see Article VI, Section 4).

Section 3. TECHNICAL COMMITTEE: The Technical Committee shall serve the following functions:

1. recommend equipment standards to the Task Force;
2. provide technical assistance to the Training Committee (see Article VI, Section 2);
3. provide technical assistance to the Adjudicative Committee (see Article VI, Section 4); and,
4. assist the Task Force in increasing the public's awareness of the trustworthiness of speed measuring devices, as well as the need for speed enforcement programs.

Section 4. ADJUDICATIVE COMMITTEE: The Adjudicative Committee shall serve the following functions:

1. monitor statutory and case law as it is developed and is interpreted and report its findings to the Task Force;
2. assist the Training Committee (see Article VI, Section 2); and,
3. assist the Technical Committee (see Article VI, Section 3).

#### **ARTICLE VII: STEERING COMMITTEE**

Section 1. MEMBERSHIP: The Steering Committee shall be composed of the Task Force Chair, Task Force Vice-Chair, the Chairs of each of the Standing Committees and any ex-officio members designated by the Steering Committee (see Article VI). The Chair of the Task Force shall serve as the Chair of the Steering Committee.

Section 2. FUNCTIONS: This committee shall serve the following functions:

1. set the agenda for all Task Force meetings (see Article V).
2. review materials and recommendations of the Standing Committees before deciding to place them on the Task Force meeting agenda; and,
3. provide interim review and approval for items that cannot be taken immediately to the Task Force.

#### **ARTICLE VIII: AMENDMENTS**

Section 1. AMENDMENTS: These Bylaws may be amended at any Task Force meeting provided that at least 10 days' written notice is given to each member organization representative. The notice shall contain the substance of any suggested amendments, their source, and explanation of the objective and effect of such revisions.

These Bylaws were established in conjunction with OHSP.