

Highway and Motor Carrier Modal Government Coordinating Council Charter

1. Official Designation

The official designation of this Council is the "Highway and Motor Carrier Modal Government Coordinating Council," hereinafter referred to as the "Highway GCC."

2. Background

Pursuant to Homeland Security Presidential Directive 7 (*Critical Infrastructure Identification, Prioritization, and Protection*), the Secretary of Homeland Security must prepare a comprehensive, integrated national plan for the protection of critical infrastructure and key resources. The National Infrastructure Protection Plan (NIPP) meets this mandate. The NIPP calls for the establishment of GCCs for each of the 17 critical infrastructure sectors to enable interagency and cross-jurisdictional cooperation. The TSGCC established itself and commenced its operations in January 2006. The TSGCC Charter, approved in February 2006, calls for the establishment of modal councils for each mode of transportation in the sector. This charter governs the organization and activities of the Highway GCC.

3. Objective

The objective of the Highway GCC is to coordinate highway and motor carrier security strategies and activities, to establish policies, guidelines and standards, and to develop program metrics and performance criteria for the mode. The Highway GCC fosters communication across government and between the government and private industry in support of the nation's homeland security mission. The Highway GCC acts as the counterpart to the private industry-led "Highway Sector Coordinating Council" (Highway SCC) for review and development of security programs necessary to protect the nation's highway and motor carrier mode.

4. Scope of Activity

The Highway GCC will address highway infrastructure, commercial vehicle operations, and supporting facilities as outlined in the National Strategy for Transportation Security (NSTS) and updates to the strategy. The Highway GCC will accomplish this objective through the following activities:

- **Identifying areas and issues where public-private coordination and communication will enhance transportation security.** The Highway GCC and Highway SCC shall bring together diverse Federal, State and local interests to identify and develop collaborative strategies that advance modal security.
- **Identifying security needs and potential gaps in plans, programs, policies and procedures and strategies, and working to address them.**
- **Information sharing and exchange.** The Highway GCC assists in the sharing of threat information, experiences, ideas, best practices, innovative approaches, and any other homeland security-related material.

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- **Recognizing successful programs and practices.** The Highway GCC shall acknowledge and recognize programs and practices that enhance the level of security in the highway and motor carrier mode, while facilitating the transfer of best practices across the industry and to other transportation modes as appropriate.
- **Addressing subjects the Highway GCC determines are in the interest of enhancing highway and motor carrier security.**

5. Membership

The Highway GCC membership consists of key Federal departments and agencies responsible for or involved in highway and motor carrier security. This membership may be expanded to include state/local officials with an interest in the highway and motor carrier mode.

The Highway GCC recognizes the integral relationship that it has with similar GCC's for other modes and will leverage its participation with these other councils as a way to connect issues across modes at appropriate levels of government and with private industry.

Permanent members of the Highway GCC shall be senior executives, or their designees, from:

- Department of Homeland Security (DHS), Infrastructure Protection (IP)
- Transportation Security Administration (TSA)
- TSA (NIPP R&D, Chief Technology Office (CTO))
- TSA – Office of Security Operations, Federal Emergency Management Agency (FEMA) Liaison
- DHS Policy
- DHS Homeland Infrastructure Threat and Risk Analysis Center (HITRAC)
- DHS Intergovernmental Programs (IGP)
- Department of Transportation, Office of the Secretary
- Federal Motor Carrier Safety Administration
- Federal Highway Administration
- National Highway Traffic Safety Administration
- Pipeline Hazardous Materials Safety Administration
- Department of Defense
- Department of Energy – National Nuclear Security Administration (NNSA)
- Nuclear Regulatory Commission

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- Federal Bureau of Investigation
- Customs and Border Protection
- Federal Emergency Management Agency (FEMA) – Planning
- FEMA Grants and Training
- Department of Education
- American Association of State Highway Transportation Officials
- Commercial Vehicle Safety Alliance
- International Association of Chiefs' of Police
- National Sheriffs' Association
- National Association of State Directors of Pupil Transportation Services

The Highway GCC reserves the right to add permanent Federal department or agency members, as deemed necessary and appropriate. The Highway GCC also reserves the right to invite *ad hoc* members from other departments, agencies or offices from time to time to meet expertise requirements necessary to fulfill its mission.

6. Roles and Responsibilities

Chair. As the Sector Specific Agency, the Department of Homeland Security, through the Transportation Security Administration (TSA), will serve as the Chair and provide leadership for the Highway GCC's activities and meetings. TSA will solicit and collect issues and concerns from other members and bring them to the Highway GCC for consideration and deliberation. TSA will provide follow-up to certain that initiatives or issues are discussed and brought to closure with other Highway GCC members.

Decision-Making Authority. Permanent members of the Highway GCC should be represented by a senior official with the ability to speak on behalf of his or her agency. Each entity holding permanent membership is represented by one individual.

Each Highway GCC member shall assign an alternate to represent the member during his/her absence. Each member has the flexibility to have representation at meetings other than the official alternates, but must clearly designate that representative prior to the meeting in writing to the Chair.

Ad Hoc Participants. *Ad hoc* members are non-permanent participants whose criteria and qualifications for participation will be based upon the ongoing needs for expertise and intent of the Highway GCC leadership. Their participation will enable the Highway GCC to gain relevant organizational and institutional representation and expertise. *Ad hoc* membership may be withdrawn, at the determination of the Highway GCC, as necessary when the particular expertise is no longer required.

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7. Process

A quorum requires the attendance or participation of at least half of all the permanent members of the Highway GCC, which must include the representative of TSA as Chair and the representative of the Federal Motor Carrier Safety Administration.

Highway GCC members work to achieve consensus through a consultative process that encourages the exchange of information and points of view. Dissent will be recognized and thoroughly discussed to ensure the underlying reasons are clearly understood by all other members.

8. Workgroups

The Highway GCC will establish workgroups, as necessary, to address tasks requiring substantial investigation, research, or integration of cross-modal concerns that cannot be effectively resolved at a regular Highway GCC session. Workgroups will have a leader designated by the Highway GCC, a specific and clear charge, a time limit to meet the charge, and a deliverable.

9. Number and Frequency of Meetings

The Highway GCC will meet at least quarterly in Washington, DC, with additional scheduled meetings or conference calls to be held as needed.