



September 3, 2020

To: Members of the Technical Advisory Committee
From: Donna DeMartino, Managing Director
Subject: Proposed 2021 Board of Directors and Committee Meetings Schedule

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency staff has developed a proposed Board of Directors and Committee meetings schedule for calendar year 2021, reflects prior informal direction from the Board of Directors, and is consistent with the development of key deliverables and actions for calendar year 2021.

Recommendation

Recommend that the 2021 Board of Directors and Committee meetings schedule for the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency be submitted for approval by the Board of Directors.

Background

Each year, the Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor Agency (Agency) Board of Directors (Board) reviews and approves a proposed meeting schedule for the Board, Executive Committee, and Technical Advisory Committee (TAC) meetings for the following calendar year. A proposed meeting schedule for calendar year 2021 has been developed based on prior, informal discussions with the Board, Executive Committee, and the Technical Advisory Committee (TAC).

Discussion

The proposed schedule for 2021 maintains regular Board meetings, which have historically been and are proposed to continue to be held the third Monday of each month.

To avoid conflicts with federal holidays, the February Board meeting is proposed to be held the fourth Tuesday of the month. No meetings are proposed for the months of January, April, August, and December.

Assuming it is safe to do so and the restrictions in place to limit gatherings in response to the COVID-19 pandemic within the State of California are lifted, Board meetings will rotate between the Los Angeles County Metropolitan Transportation Authority's Board chambers and the Orange County Transportation Authority headquarters, unless otherwise noted. Prior practices have been to hold two of the meetings, one in the southern portion of the corridor and one in the northern portion of the corridor. Staff will request Board Member and member agency feedback in determining the desire to continue with this practice and in selecting the months and locations for these meetings.

Executive Committee meetings are proposed to be held the months of March, May, June, and November. Additional meetings may be added to the schedule as needed.

TAC meetings are proposed to be held the first Thursday during the months of February, March, May, June, July, September, October, and November, prior to scheduled Board meetings.

The Chairman of the Board retains the right to call a Special meeting at any time should unforeseen circumstances arise which warrant a meeting. The complete proposed 2021 LOSSAN Board and Committee meetings calendar is included as Attachment A.

Summary

Staff has developed a proposed 2021 LOSSAN Board and Committee meetings calendar for the LOSSAN Agency Board's review and approval.

Attachment

- A. LOSSAN Board of Directors Calendar – 2021 Board and Committee Meetings and Holidays