



**November 28, 2018**

A handwritten signature in blue ink, consisting of several loops and a long trailing line.

**To:** Members of the Board of Directors

**From:** Jennifer L. Bergener, Managing Director

**Subject:** Proposed 2019 Board of Directors and Committee Meeting Schedule

***Overview***

The Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency staff has developed a proposed Board of Directors and Committee meeting schedule for calendar year 2019 that reflects prior informal direction from the Board of Directors and is consistent with the development of key deliverables and actions for calendar year 2019.

***Recommendation***

Approve the 2019 Board of Directors and Committee meeting schedule for the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency.

***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 2019 has been developed based on prior informal discussions with the Board, Executive Committee, and the TAC.

***Discussion***

The proposed schedule for 2019 maintains regular Board meetings, which have historically been held the third Monday of each month.

To avoid conflicts with federal holidays, the January 2019 Board meeting is proposed to be held the fifth Wednesday of the month, and the February meeting on the third Wednesday of the month. No meetings are proposed for the months of April, August, and December.

Board meetings will rotate between the Los Angeles County Metropolitan Transportation Authority headquarters and the Orange County Transportation Authority headquarters, unless otherwise noted.

Prior practice has been to hold three Board meetings in other geographic regions of the LOSSAN rail corridor. Staff will request Board Member feedback in selecting the months and locations for these meetings.

Executive Committee meetings are proposed to be held in 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 months of January, February, March, May, June, 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 2019 LOSSAN Board and Committee meetings calendar is included as Attachment A.

### ***Summary***

Staff has developed a proposed 2019 Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency Board and Committee meeting calendar for the Los Angeles – San Diego – San Luis Obispo Agency Board of Directors' review and approval.

### ***Attachment***

- A. LOSSAN Board of Directors Calendar, 2019 Board and Committee Meetings and Holidays – Draft 11.28.18