TO: AC Transit Board of Directors
FROM: Linda A. Nemeroff, District Secretary
SUBJECT: Proposal to Suspend the Use of Standing Committees

ACTION ITEM

RECOMMENDED ACTION(S):

Consider a proposal to suspend the use of Standing Committees for a trial period of six months.

EXECUTIVE SUMMARY:

This report outlines the proposal to suspend the use of Standing Committees in further detail as well as the administrative and policy-related impacts. Because Standing Committees have been a fixture of the Board’s governance structure, it is recommended that the Board only suspend the use of committees for a six month trial period at which time the Board can evaluate whether to make this change permanent. The suspension of the standing committees means that all agenda items would be presented directly to the Board of Directors for consideration.

BUDGETARY/FISCAL IMPACT:

The budgetary/fiscal impact associated with the suspension of the Standing Committees is difficult to quantify; however, it is anticipated that there may be some small savings associated with the more efficient use of staff time.

BACKGROUND/RATIONALE:

At the Board Retreat held on October 29, 2014, the Board discussed options regarding the more efficient use of standing committees, either by consolidating two committees into one and creating a new committee, or by modifying the responsibilities of the existing committees to redistribute the workload. During the discussion, a Board member suggested that the idea to eliminate the committees be explored further since each committee already met as a committee-of-the-whole. The District Secretary was directed to develop a proposal for the Board’s consideration.

The proposal was developed for presentation to the Board in the spring of 2015, but was withheld due to leadership changes within the organization. Instead, a proposal was brought to the Board and approved in April to realign standing committee responsibilities.

Upon consulting with the new General Manager and General Counsel, the District Secretary is recommending a proposal to suspend the use of standing committees for a period of six months. After gaining some experience with this model, the Board should have a follow-up
discussion in late June or July to determine 1) whether the Board is satisfied with the model to the extent it wants to permanently eliminate committees; 2) whether adjustments are needed and the trial period needs to be extended; or 3) whether the Board would prefer to reinstate its standing committees in their present form and discuss more options on how to make them more efficient. The action before the Board to suspend standing committees will not impact the Board's ability to establish limited-purpose committees if needed.

In addition, staff is also recommending that the role of the Committee Chairs be defined as follows during the trial period:

- Management of the agenda planning pending lists;
- Preside over the portion of the Board meeting dealing with agenda items that would have been discussed in their respective Standing Committees; and
- That specific decision-making authority granted to Committee Chairs under Board Policy continue to be followed, such as in the case of the expedited procedures for determining a legislative position whereby the Board President, Chair of External Affairs and General Manager can agree on and communicate a legislative position on behalf of the District, subject to ratification by the Board.

The role of the Board President will remain unchanged, but will expand as follows:

- Complete oversight and approval of the entire agenda; and
- Review and approval of draft minutes.

Administrative Impacts

The suspension of the standing committee structure will have some administrative impacts with regard to the look of the agenda, minutes, minute orders, and staff reports as well as the scheduling of routine reports (monthly, quarterly, semi-annual, and annual). These impacts are internal to the overall management of the agenda and can easily be dealt with within the normal course of preparing for a Board meeting.

With respect to the agenda, the proposed changes to the meeting structure should streamline the agenda and minutes, making them shorter and more user-friendly because there won’t be a need for a Consent Calendar Addenda (see example provided in Attachment 1). In addition, it is suggested that items that will make up the Board's regular calendar be separated according the following Standing Committee subject matter areas of responsibility:

- External Affairs (legislation, advocacy, elections, Customer Service, Marketing);
- Operations (Transportation, Facilities, Maintenance, Safety, Environmental Engineering, Protective Services, Information Services);
- Planning (BRT, Long-Range Planning, Service Planning); and
- Finance (Finance, Budget, Grants).

Policy Impacts

There are other policy-related impacts that the Board should be aware of, such as impacts to Board compensation if a Board member has poor attendance, conflicts with other Board
Policies, and situations which may arise requiring the Board to adopt additional rules for procedure.

A quick review of all the Board’s policies was performed and eight policies were identified with provisions that would be impacted (or would impact Directors) by the suspension and/or elimination of standing committees, including the elimination of committee chairs. The majority of the impacts are considered to be minor and deal with references to specific standing committees, the scheduling of agenda items, or situations that seldom arise.

The General Counsel has researched Transit District Law and found that no legal barriers exist that would prevent the Board from suspending the use of standing committees or permanently eliminating them if the Board should choose to do so.

In conclusion, for the reasons set forth in this report, it is recommended that the Board suspend the use of standing committees for a trial period of six months.

**ADVANTAGES/DISADVANTAGES:**

Several advantages will be gained should the Board decide to suspend the use of standing committees:

- Agenda items can be placed on any Board agenda without waiting a month for the next committee meeting;
- Special committee meetings will no longer be needed to accommodate last-minute, urgent agenda items;
- A staff report that is incomplete or requires more detail can be delayed two weeks instead of a month to be placed on the agenda;
- The flow of the agenda will be improved and members of the public and staff will be able to follow the agenda more easily;
- If necessary, items on the agenda itself can be moved around at the meeting with greater ease, especially when a staff member or external presenter can’t stay for the entire meeting;
- Management of the agenda from an administrative standpoint will be improved as less time will be spent on formatting;
- Preparation of the minutes will be less time consuming due to format changes;
- Minutes will have more clarity and will be easier to follow as there will only be one action reported per item in most cases; and
- In situations where Board member attendance is a problem, the elimination of standing committees has a greater impact on the monthly stipend and, therefore, may actually deter unexcused absences.

Some notable disadvantages are as follows:

- Minor modifications to several Board Policies will be required;
- Depending on attendance patterns, a Board member’s stipend could be impacted, although this is currently not an issue; and
- Additional rules for procedure may be needed to address situations that may arise as a result of the elimination of standing committees.
ALTERNATIVES ANALYSIS:

In developing the proposal described in this report, the permanent elimination of standing committees was considered but is not being recommended at this time because it would be premature. Staff feels that it is important for the Board to try the new model, determine if it is workable, and consider its impacts before deciding to permanently eliminate standing committees.

PRIOR RELEVANT BOARD ACTIONS/POLICIES:

Board Policy 100 – Board of Directors Rules for Procedure

ATTACHMENTS:
1: Sample Agenda
2: Board Policy 100, Article 8

Reviewed by: Michael A. Hursh, General Manager
Denise C. Standridge, General Counsel

Prepared by: Linda A. Nemeroff, District Secretary
BOARD OF DIRECTORS
ALAMEDA-CONTRA COSTA TRANSIT DISTRICT

AGENDA

Regular Meeting of the Board of Directors
AC Transit General Offices
2nd Floor Board Room
1600 Franklin Street
Oakland, CA 94612

Wednesday, December 9, 2015 at 5:00 p.m.
Closed Session: 4:30 p.m. (Items 7A-7D)

MEMBERS OF THE BOARD OF DIRECTORS
H. E. CHRISTIAN PEEPLES, PRESIDENT (AT-LARGE)
ELSA ORTIZ, VICE PRESIDENT (WARD 3)
JOE WALLACE (WARD 1)
GREG HARPER (WARD 2)
MARK WILLIAMS (WARD 4)
JEFF DAVIS (WARD 5)
JOEL YOUNG (AT-LARGE)

BOARD OFFICERS
MICHAEL A. HURSH, GENERAL MANAGER
DENISE C. STANDRIDGE, GENERAL COUNSEL
LINDA A. NEMEROFF, DISTRICT SECRETARY

To access live and archived audio of Board of Directors meetings as well as agendas, staff reports, and the schedule of future meetings please visit www.actransit.org and click on "Board Meetings". Dial (510) 891-7200 to access agendas by telephone. For questions, contact the District Secretary's Office at (510) 891-7201.
MEETING PROCEDURES

Public Comment: Members of the public wishing to present comments should complete a Speaker’s Form and submit it to the District Secretary. For subjects not listed on this agenda, the public will be invited to speak under the "PUBLIC COMMENTS" section of the regular meeting agenda. For specific agenda item(s), speakers will be invited to address the Board at the time the item is being considered. All speakers are allowed two (2) minutes to present comments. Individuals wishing to present more detailed information are encouraged to submit comments in writing. Written comments are included in the record for meeting(s), and as such, are available for public inspection and may be posted to the District’s website.

Electronic Devices: All electronic devices (cell phones, pagers and similar-sounding devices) shall be placed on mute, vibrate or silent mode during Board meetings pursuant to District Ordinance No. 12.

Order of Agenda Items: The Board may discuss any item listed on this agenda and in any order.

Agenda Planning: The Agenda Planning portion of the agenda is designed to assist the Board and staff in the preparation of future Board agendas. Each item requested shall have the concurrence of at least two Directors in order to place a proposed agenda item on a future agenda.

LIVE AUDIO STREAMING OF BOARD AND COMMITTEE MEETINGS

Live audio streaming and an archive of previously recorded meetings is available on the District’s website at www.actransit.org. For technological reasons, recordings of meetings held outside of the Board Room cannot be streamed to the web.

AVAILABILITY OF AGENDA RELATED MATERIALS

Written agenda related materials for all open session regular meetings are available to the public 72 hours prior to the meeting or at the time the materials are distributed to a majority of the Board. Written materials presented at a meeting by staff or a member of the Board will be available to the public at that time, or after the meeting if supplied by an outside party. Agenda related materials are available on the District’s website or by contacting the District Secretary’s Office.

ACCESSIBLE PUBLIC MEETINGS

Meetings of the Board of Directors are accessible to individuals in wheelchairs. The Board Room is equipped with Assistive Listening Devices for individuals with a hearing impairment. Written materials in appropriate alternative formats, disability-related modification/accommodations must be made three business days in advance of the meeting or hearing to help ensure availability. Subject to availability, sign language and foreign language interpreters will be provided upon request with 72-hour notice. Please direct requests for disability related modification or accommodation and/or interpreter services to Linda A. Nemeroff, District Secretary, 1600 Franklin Street, Oakland, California, 94612 or call (510) 891-7201.

AC Transit’s General Offices are generally served by bus lines 1, 11, 12, 51A, 72, 72M. The nearest accessible bus service is provided at the intersection of Broadway and 17th Street in Oakland. The nearest accessible BART station is the 19th Street Station in Oakland.

District Ordinance No. 13 prohibits bringing non-service animals to District facilities unless specifically authorized by federal or state law.

To accommodate individuals with severe allergies and environmental illnesses, meeting participants should refrain from wearing scented products to the meeting.
BOARD OF DIRECTORS MEETING – H. E. Christian Peeples, President
Wednesday, December 9, 2015 at 5:00 p.m.

1. ROLL CALL

2. PUBLIC COMMENT
   Any person may directly address the Board at this time on any items of interest to the public that is within the subject matter and jurisdiction of the Board. Speakers wishing to address a specific agenda item will be invited to address the Board at the time the item is being considered. Two (2) minutes are allowed for each item.

3. CONSENT CALENDAR
   Items listed under the Consent Calendar are considered to be routine and may be enacted by one motion/one vote. If discussion is desired, an item may be removed from the Consent Calendar and will be considered individually.

   3A. Consider approving Board of Directors and Standing Committee minutes of November 11, 2015.


   3C. Consider receiving Retirement Board minutes of October 21, 2015 (Report 15-287).


   3G. Consider receiving budget update for the initial four months of FY 2015-16 (Report 15-295).

   3H. Consider adoption of Resolution No. 15-049 authorizing the General Manager or his designee to file and execute applications and funding agreements with the California Governor’s Office of Emergency Services (CalOES) for allocations of Transit System Safety, Security & Disaster Response Account (TSSSDRA) Funds for FY 2015-16 for the Transbay Transit Center (Report 15-302).

4. REGULAR CALENDAR
External Affairs Items:

4A. Consider receiving the monthly legislative report and approval of legislative positions (Report 15-292).

4B. Consider approving the District's Federal and State Advocacy Programs for 2016 (Report 15-293).

Finance and Audit Items:


4D. Consider authorizing the General Manager to execute a Memorandum of Understanding (MOU) with the Alameda County Public Works Agency (ACPW) to provide pass-through funding for the Ashland and Cherryland Transit Access Improvements Project and waive the two percent administrative charge in lieu of ACPW's funding contribution to the District's South County Corridor Line 97 Project (Report 14-285e).

Planning Items:

4F. Consider approving a waiver of the two hearing requirement and set a public hearing on February 18, 2016 at 5:00 p.m. at El Cerrito City Hall regarding service on new streets in El Cerrito for Lines 667, 668, and 675 and the related environmental document; and authorize staff to conduct the public hearing absent of the Board and report back to the Board (Report 15-303).

4G. Consider receiving report on routine service changes scheduled for implementation on December 20, 2015 in conjunction with the Winter Sign-up (Report 15-309).

4H. Consider receiving an update on the Service Expansion Plan (SEP) approval process, the associated Title VI service equity process and implementation plan (Report 15-218b) [A decision on the SEP is anticipated in January 2016].

4I. Consider authorizing the General Manager to execute a contract amendment with Kimley-Horn and Associates Inc. increasing the contract value by $67,700 to provide design consultant services for the Line 51 Corridor Delay Reduction & Sustainability Project (Report 12-297g).

Operations Items:

4J. Consider authorizing the General Manager be authorized to execute an amendment to the STV Inc. contract to provide architectural and engineering services for the Operations Control Center (OCC)
Relocation Project (Report 14-107d).

4K. Consider authorizing the General Manager to award a contract to Brannon Tire, Inc. for the Tire Mileage and Leasing Program (Report 15-113a).

4L. Consider authorizing the General Manager to execute a contract amendment with URS, increasing the contract value to provide construction management consultant services for the Line 51 Corridor Delay Reduction & Sustainability Project (Report 12-297h).

**Board Administrative Matters:**

4M. Consider adopting the 2016 regular Board meeting schedule taking into consideration the District’s holiday schedule and any additional days requested by Directors to be included in the holiday schedule (Report 15-290).

4O. Announcement of appointments to the Nominating Committee for the selection of President and Vice President for 2016 (Verbal).

5. CLOSED SESSION/REPORT OUT
   The items for consideration are listed below and will be reported on by the General Counsel as necessary at the end of the meeting.

5A. **Conference with Legal Counsel – Existing Litigation**
   (Government Code Section 54956.9 (a))

5B. **Conference with Legal Counsel – Potential Litigation**
   (Government Code Section 54956.9(b)) (Three Cases)

5C. **Conference with Labor Negotiators**
   (Government Code Section 54957.6):
   Agency Designated Representative: General Manager
   Employee Organizations: ATU Local 192, AFSCME Local 3916, IBEW Local 1245, Unrepresented Employees

5D. **Public Employee Performance Evaluation**
   (Government Code Section 54957)
   Title: General Manager, General Counsel, District Secretary

6. AGENDA PLANNING

7. GENERAL MANAGER’S REPORT

8. BOARD/STAFF COMMENTS
   (Government Code Section 54954.2)

9. ADJOURNMENT
   Next Meeting: January 13, 2016 at 5:00 p.m.
ARTICLE 8. COMMITTEES AND BOARD REPRESENTATIVES

Section 8.1 Committees
Section 8.2 Authority
Section 8.3 Procedural
Section 8.4 Composition
Section 8.5 Meetings & Agendas
Section 8.6 Establishment of Standing Committees
Section 8.7 Finance and Audit Committee
Section 8.8 External Affairs Committee
Section 8.9 Operations Committee
Section 8.10 Planning Committee
Section 8.11 Nominating Committee
Section 8.12 Board Representatives

SECTION 8.1 COMMITTEES. Committees (Standing and Limited Purpose), are established as advisory units to the full Board of Directors. Committee agendas shall be established as outlined in Section 8.5 below. Committees review and make recommendations to the full Board of Directors, which has the legal responsibility for making decisions and policies of the District.

SECTION 8.2 AUTHORITY. Even though committees may be composed of a majority of the Board of Directors, their recommendations are advisory to the Board.

SECTION 8.3 PROCEDURAL. The Rules for Procedure outlined in Article 6, Sections 6.20 (Minutes) and 6.21 (Audio Recordings) shall apply to all Standing Committees of the Board.

SECTION 8.4 COMPOSITION.

(a) Standing Committees. The Board President shall appoint the Chair of Standing Committees and shall endeavor to rotate the Committee chairs to enable all Board members, other than the President, to have the opportunity to chair a Committee. The Board of Directors shall serve as a committee of the whole and a majority of the members of the Board shall constitute a quorum for the transaction of business for a committee of the whole. Standing Committees have continuing subject matter jurisdiction and are subject to the provisions of the Brown Act (Ref: G.C. Section 54952(b))

In the absence of the Committee Chair, the Board President, or in his/her absence the Vice President, shall be the acting chair. In the absence of the Committee Chair, President and Vice President, the meeting shall be called to order by the District Secretary, whereupon the District Secretary shall immediately call for the selection of a Temporary Chair.

(b) Limited-Purpose Committees. The Board may establish Limited-Purpose Committees and the Board President shall appoint the Chair and members of Limited-Purpose Committees so established by the Board. Limited-Purpose Committees shall be composed of no more than three members of the Board of Directors and may include the Vice President and President. A Limited-Purpose Committee is a temporary advisory committee that serves a limited or single
purpose, is not perpetual, and will be dissolved once its specific task is complete. This type of committee is not subject to the provisions of the Brown Act. Any request to the Board to authorize the creation of a Limited-Purpose Committee shall specify 1) the limited or single purpose of the committee and 2) the committee's sunset date. Limited-Purpose Committees shall report on their activities to the Board or the appropriate Standing Committee as appropriate.

SECTION 8.5 MEETINGS & AGENDAS.

(a) **General.** All Committees subject to the Brown Act shall follow the provisions of Articles 4, 5 and 6 of these Rules, except where appropriate, the Committee Chair shall fulfill the responsibilities designated to the Board President. The Board President shall review all Committee agendas, but final approval of the agenda for each Committee shall rest with the Chair of each Committee.

(b) **Regular Meetings.** Standing Committee meetings shall be held on the second and fourth Wednesday of each month. The Operations Committee and Planning Committee shall hold regular meetings on the second Wednesday. The External Affairs Committee and the Finance and Audit Committee shall hold regular meetings on the fourth Wednesday. Committee meetings shall be held in conjunction with the regular Board of Directors meeting at 5:00 p.m. when the Board recesses to a committee of the whole and shall conclude upon the Board reconvening as the Board of Directors.

(c) **Special Meetings.** Special Meetings of a Standing Committee may be called by the Committee Chair or a majority of the Committee members under the provisions outlined in Article 4 of these Rules. However, any meeting of a Standing Committee shall be deemed a regular meeting when an agenda is posted at least 72 hours in advance of the meeting regardless of the time and location of the meeting as long as the meeting is within the District's boundaries.

(d) **Agendas.** The agendas of the Committees shall conform to the provisions in Section 5.4 with the following modifications:

The **Consent Calendar** shall consist of routine briefing/action items. These include, but are not limited to all regularly scheduled reports to the Board of Directors, in addition to information determined either by the General Manager or the Board to be of interest to the Board but no action is expected.

Briefing Items are informational in nature and require no action or may be updates on specific items requested by the Board, and if necessary, may be forwarded by a Committee to the Board recommending action. If a Committee wishes to recommend that the Board of Directors take an alternate action not listed on the agenda, the item shall be brought back to the Board of Directors at a later date for consideration after it has been properly agendized.

**Action Items** require discussion and/or action. All action items shall be reviewed by the appropriate Committee first and then by the Board of Directors for action.

RULES FOR PROCEDURE - POLICY NO. 100

Adopted: 9/90
All briefing and action items shall be presented using the current staff report format for transmittal to a Committee, and ultimately to the Board.

Items may be referred to Standing Committees for review by the Board of Directors, by members of the Committee, or as proposed by staff and approved by the Committee Chair. The Board may, from time to time, specify that certain types of agenda items be routinely reviewed by a Standing Committee on a regular basis. Copies of all Committee agendas and corresponding materials shall be distributed to all members of the Board of Directors.

Agenda items recommended by a Standing Committee to be placed on the Board’s Consent Calendar Addenda shall be acted on when the Board of Directors meeting reconvenes following the Standing Committee meeting(s).

(e) **Minutes.** The District Secretary shall keep the minutes of each Committee meeting. The minutes for any Standing Committee meeting held during a recess of a Board of Directors meeting shall be combined with the minutes of the Board of Directors meeting in which a committee of the whole met. After the combined minutes have been approved by the respective Standing Committee Chairs and the Board President, the minutes shall be submitted to the Board of Directors for approval.

(f) **Meeting Cancellations.** The Committee chair shall be responsible for the cancellation of a committee meeting.

(g) **Teleconferencing.** In those situations where a committee member is unable to attend a meeting in person, the Committee meeting may be teleconferenced provided the requirements for teleconferencing set forth in Section 4.9 of this Policy are met.

**SECTION 8.6 ESTABLISHMENT OF STANDING COMMITTEES.** Beginning with the first Wednesday in May 2003, the Standing Committees of the Board of Directors include the Finance and Audit Committee, the External Affairs Committee, Operations Committee and the Planning Committee.

**SECTION 8.7 FINANCE AND AUDIT COMMITTEE.** The Finance and Audit Committee shall be responsible for reviewing issues involving District financial matters primarily the preparation of the operating and capital budgets, mid-year adjustments and review of the audited financial statements. In addition, the Committee shall be responsible for the oversight of the Board’s fiscal policies and for the following areas of review:

1. Budget/financial status review (expenditures/revenue sources);
2. Debt services, investments, bond instruments, and related policies;
3. Pension actuarial considerations;
4. Fare change considerations;
5. Financial implications resulting from service reductions and/or adjustments;
6. Audit services contracts;
7. Banking services contracts;
8. Review of periodic reports relating to internal audits, grant status, and disposal of surplus property;

**RULES FOR PROCEDURE - POLICY NO. 100**

Adopted: 9/90
Policies relating to Directors/Officers travel and expense reimbursement;
Contracts for employee health and welfare benefits;
Binding of excess liability and related insurance policies;
Grants for projects or programs within the Committee's purview; and
Solicitations and contracts which are within the purview of the Committee (contract award may then be placed directly on the Board agenda and need not go through Committee).

SECTION 8.8 EXTERNAL AFFAIRS COMMITTEE. The External Affairs Committee shall be responsible for reviewing all activities associated with promoting the District's interests primarily through legislation, marketing, customer services, and community outreach. In addition, the Committee shall be responsible for oversight of the Board's administrative and legal policies and for the following areas of review:

1. Matters dealing with legislation, legislative goals and advocacy programs;
2. Relations with public officials, public agencies, and private sector partners such as employers and community groups;
3. Marketing and advertising (including bus shelter advertising);
4. Appointment of non-Boardmembers to external committees;
5. Board of Directors Rules for Procedure and policies for public meetings, hearings and appearances;
6. Elections, ethics, and conflict-of-interest policies;
7. Customer service;
8. Passenger information and signage;
9. Use of the District's logo and service marks;
10. Grants for projects or programs within the Committee's purview; and
11. Solicitations and contracts which are within the purview of the Committee (contract award may then be placed directly on the Board agenda and need not go through Committee).

SECTION 8.9 OPERATIONS COMMITTEE. The Operations Committee shall be responsible for reviewing all activities associated with the operation of the District's bus service and administrative business functions. In addition, the Committee shall be responsible for oversight of the Board's operational and personnel policies and for the following areas of review:

1. Operational standards and passenger safety and security;
2. Maintenance standards of facilities, equipment and parts and their replacement policies;
3. Personnel and employee relations, operational efficiencies and economics of the District's administrative organization structure;
4. Establishment of new classification specifications and changes in salary grades;
5. Affirmative Action/Equal Employment Opportunity;
6. Development and implementation of employee benefit programs;
7. Review of periodic reports pertaining to policies, status and goals relating to Disadvantaged Business Enterprise (DBE) participation;
8. Technology (existing and future infrastructure needs);
9. Review of periodic reports related to contracts and purchasing activity;
10. Periodic reports on operational performance and results of service changes;
11. Grants for projects or programs within the Committee's purview; and
12. Solicitations and contracts which are within the purview of the Committee.

RULES FOR PROCEDURE - POLICY NO. 100

Adopted: 9/90
(contract award may then be placed directly on the Board agenda and need not go through Committee).

SECTION 8.10 PLANNING COMMITTEE. The Planning Committee shall be responsible for reviewing all planning, construction and engineering activities, including the development of new and modifications to existing bus service provided by the District to its customers. In addition, the Committee shall be responsible for oversight of the Board’s service development, planning, environmental and Title VI policies and for the following areas of review:

(1) Planning of facilities, equipment and vehicles;
(2) Need for various capital projects and design;
(3) Acquisition, development and disposition of real property;
(4) Capital/major infrastructure projects;
(5) Development of recommendations for services adjustments (unless minor) and related Title VI review;
(6) Development of new bus service;
(7) Policies and issues related to bus stops (except advertising);
(8) Long-range planning efforts;
(9) Environmental matters (CEQA/NEPA);
(10) Grants for projects or programs within the Committee’s purview; and
(11) Solicitations and contracts which are within the purview of the Committee (contract award may then be placed directly on the Board agenda and need not go through Committee).

SECTION 8.11 NOMINATING COMMITTEE. A Limited-Purpose Committee, which may be appointed, shall be the Nominating Committee. The Nominating Committee may be requested to nominate candidates for the offices of either the Board President or Vice President or both offices, as may be required. The Chair of the Nominating Committee shall (1) present the Committee’s report to the full Board, (2) accept additional nominations from the floor, and (3) preside over the Board of Director’s selection of the President and/or Vice President.

SECTION 8.12 BOARD REPRESENTATIVES. In addition to Liaison and Limited-Purpose Committees, the Board President may appoint Directors to serve as representatives or liaisons for the Board in meetings with other public and private agencies. The President shall inform Directors of all such appointments and assignments and the District Secretary shall maintain a list of all such appointments.

Where practical, Board representatives will request that the Board take policy positions and keep the Board informed of activities. Such appointments shall serve to enhance communications with other agencies and the general public and shall in no way restrict individual Directors from meeting with other public or private agencies to express their views and hear their concerns.