

STAFF REPORT



MEETING DATE:	May 23, 2024
SUBJECT:	Discuss and Consider Changing the Start Time of Board of Directors Meetings
AGENDA ITEM:	11
STAFF CONTACT:	Sean Tiedgen, AICP, Executive Director

STAFF RECOMMENDATION:

It is recommended that the board of directors discuss and consider changing the start time of future board meetings to earlier in the day, starting with the June 20, 2024, meeting.

DISCUSSION:

At the April 25, 2024, SRTA board meeting, staff were asked to bring back an item to discuss starting SRTA board meetings at an earlier time of the day. Historically, board meetings were held on Tuesday afternoons on dates when city member agencies did not meet. In June 2021, the board of directors moved SRTA board meetings to be on the third or fourth Thursday of the month to reduce conflicts with member agency board or council meetings. In June 2023, the board moved meetings to 2:30 p.m. to conduct, as needed, agency topical workshops and due to the increasing number of action items.

Staff reviewed California metropolitan planning organization board schedules and found half start their meetings between 9:00 a.m. and 10:00 a.m. Staff recommends the board of directors consider a start time of 9:30 a.m. This allows staff to ensure meeting locations are prepared and ready to conduct the board's business.

ALTERNATIVES:

The board of directors may keep the same meeting time or start at any desired time of the day.

OTHER AGENCY INVOLVEMENT:

Local and regional partners have an interest in SRTA board items as many actions may impact their projects. SRTA Board of Directors meetings are typically scheduled such that they minimize conflict with other board/council meetings so member and partner agency staff can attend.

FISCAL & POLICY COMMITTEE REVIEW:

This item was not reviewed by the Fiscal & Policy Committee prior to this meeting.

FISCAL IMPACT:

This action item has no net fiscal impact on the agency.

A handwritten signature in blue ink, appearing to read "Sean Tiedgen", is written over a horizontal line.

Sean Tiedgen, AICP, Executive Director