

CAC July 19, 2019 executive committee minutes

1. Call to order:

Members present: Ashton, Bowens, Fung

2. Approve meeting minutes: June 2019 – minutes not submitted, tabled by consensus.

3. Administrative items

- Absences – The chair said to use the sign in sheets at general meeting for counting attendance. This should be a part of the process and not necessarily as part of the bylaws. Table the review of absences and absence process until the next meeting. This will be brought up as part of the general meeting
- Look ahead – the look ahead was reviewed. This is a light 90 days since there is no Metro board meeting in August. The chair indicated that he would prefer to work on the issues that the members would like and drill down on them, and the next few months are a good period to do so. Staff mentioned Jackie Dupont-Walker's comments on the CAC and her future attendance at a CAC general assembly meeting. It was directed to have the look ahead printed out for general assembly meetings.
- Meeting date approval for 2020 – motion by Bowens to approve executive committee dates with change of January 3 to 10 and select September 11 instead of 4; seconded by Fung; approved. Moved to approve submitting the list to the general assembly, passed unanimously.
- CAC Chair requested no speakers for the next meeting. Vice Chair asked why LIFE update was offered, staff explained.

4. CAC chair and vice chair vision for the 2019-20 term

Vice chair vision: Community involvement and how to make Metro better.

Chair vision: In addition to that, make the CAC a more effective advisory group; well defined as advisory and not necessarily as a conduit for complaints; gather input from community groups, stakeholders, commuters, pedestrians, bicyclists, drivers, and the general public; holistic and complete; use processes and tools to do this effectively. Codify how you want to do through changes with the bylaws.

5. Bylaws revisions – comments made:

- Everything to allow for community input is in the bylaws. But we need to make some tweaks to make us more effective.
- We need to communicate with the community and make recommendations to the MTA.
- Do we want to codify a quarterly report to the MTA board in the bylaws? Chair feels that codifying items in the bylaws make it easier to move forward.
- Changes were discussed as shown on the attachment.
- Biennial vs quarterly – placing something in the bylaws somewhat cements the organization.

- The goal is to have the CAC come to a consensus, but Chair and Vice Chair suggests that a minority opinion can also be produced.
- Add more duties for the chair and vice chair. Chair should coordinate with appointees and the standing committees. Processes to show that chair is reaching out to the Metro board and their deputies.
- Staff indicated it is approx. six weeks in advance to get into the hopper for a future Metro board agenda.
- Add chair's obligation to submit something every six months, even if it is just a status report.
- Vice chair should be the time keeper.
- Better definition of the work program. How is it structured, not just a list of ideas but more of a tool. Somewhat like what a vision is.
- Staff noted that CAC has presented to the Metro board several times in the past few years.
- Subcommittees and standing committees. Wants to expand the executive committee. There should be three standing committees regardless. Parallel to Metro board meetings.
 - Next meeting, have to choose standing committees, and vote for chairs of those committees.
 - Planning/programming, operations, and executive management are suggestions for shadow subcommittee.
- Discuss purpose of the standing committees, and Brown Act requirements
- Selecting standing committees and electing officials, and the chair is now the liaison for that committee.
- What does the Metro Policy Advisory Council do?
- Just trying to get buy in of the members first, not yet create a full committee structure. And, that the people are liaisoning with their appropriate committee.
- Tools to design:
 - Attendance sheet
 - Complaint process – CAC members should not use the CAC as their personal complaint board. Should follow a standard process with follow up going through the appointer's deputy. CAC should be solution oriented.
 - It should be something which pulls in more community feedback.
 - Thinking about a process to alleviate and acknowledge complaints that come up, and then submitted to the Board as to what are the themes and if there is a global trend.
 - It becomes more of an aggregation.
 - Liaison tools:
 - Issue – Rule – Analysis – Conclusion for the reports as a suggestion
 - Metro staff to provide the format for existing staff reports for the CAC report to the board.
 - Also thinking about how to liaison with the board. CAC subcommittee chairs should be able to request to meet staff as appropriate, have an outside entity present or address a concern related to their subcommittee.

- Request to call speakers
- Need a member list for every appointer with contact info and their appointer's deputy info
- Build a list of community groups which would be a list of speakers.
- Request for information.

Public comment: Arnold Sachs. Vague but specific, specific but vague. Other comments on the languages of the bylaws. Paying attention to the speakers which called in about the operators on the call box, rather than mocking those with complaints.

Chair: Goal is to have no member feel languishing, but that all are engaged. Building tools as a framework.

Items to do for CAC general assembly meeting in July 2019:
Select subcommittee chairs, voting on electing committee, and bylaw changes.
Approved by consensus.

6. Public comment, non agenda items: Arnold Sachs. Does Metro have grief counseling for employees? Does Metro have a whistleblowing process, there is no recourse for the public when the board is violating their process. County has a whistleblower process, Garcetti vs. Ceballos says the government can lie to the public. Bird scooters at Union Station.

7. Items not on the posted agenda:

Moving executive committee time – Vice Chair currently has to commute in from Orange County to and from the meeting. Chair and secretary are considering 9 am. Get more people interested in standing committee and get their input, prior to moving the time of the meeting.

Chair would like to replace the small flag with a standard sized flag and attach it to the wall.

Public comment – Arnold Sachs: NexGen bus study, but are they doing a NexGen rail study? Mentioning turning the chair into a recliner, allowing the speaker to take a nap. Autonomous buses will remove drivers and their jobs, has this been considered? New generation of employees is starting, why there are still so many retirees working at Metro and they are not providing for advancement. Nepotism is alive and well at Metro, why are there all these eligible retirees at Metro?

Adjournment: Motion Bowens, seconded by Fung, adjourned.

Prepared by Hank Fung, CAC secretary