



Southern California Association of Governments
900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017

MINUTES OF THE REGULAR MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MONDAY, SEPTEMBER 6, 2018

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ ADMINISTRATION COMMITTEE (EAC).

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its regular meeting at 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017. A quorum was present.

Members Present

Hon. Alan Wapner, <i>Chair</i>	<i>Ontario</i>	SBCTA
Hon. Bill Jahn, <i>1ST Vice Chair</i>	<i>Big Bear Lake</i>	District 11
Hon. Randon Lane, <i>2ND Vice Chair</i>	<i>Murrieta</i>	District 5
Hon. Margaret E. Finlay, <i>Immediate Past Chair</i>	<i>Duarte</i>	District 35
Sup. Curt Hagman, <i>Chair, TC</i>		San Bernardino County
Hon. Peggy Huang, <i>Chair, CEHD</i>		TCA
Hon. James Mulvihill, <i>Vice Chair, CEHD</i>	<i>District 7</i>	San Bernardino
Sup. Luis Plancarte, <i>Vice Chair, EEC</i>		Imperial County
Hon. Clint Lorimore, <i>Chair, LCMC</i>	<i>Eastvale</i>	District 4
Hon. Greg Pettis, <i>Vice Chair, LCMC</i>	<i>Cathedral City</i>	District 2
Hon. Michele Martinez, <i>President’s Appt.</i>	<i>Santa Ana</i>	District 16
Hon. Judy Mitchell, <i>President’s Appt.</i>	<i>Rolling Hills Estates</i>	District 40
Hon. Carmen Ramirez, <i>President’s Appt.</i>	<i>Oxnard</i>	District 45
Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex officio, Business Representative

Member Not Present

Sup. Linda Parks, <i>Chair, EEC</i>		Ventura County
Hon. Cheryl Viegas-Walker, <i>Vice Chair, TC</i>	<i>El Centro</i>	District 1
Hon. Frank Navarro, <i>President’s Appt.</i>	<i>Colton</i>	District 6
Hon. Sabrina LeRoy	<i>San Manuel Band of Mission Indians</i>	Tribal Government Regional Planning Board

Staff Present

Hasan Ikhata, Executive Director
Darin Chidsey, Chief Operating Officer
Art Yoon, Director of Policy and Public Affairs
Frank J. Lizarraga, Jr., General Counsel
Joann Africa, Chief Legal Counsel/Director of Legal Services
Basil Panas, Chief Financial Officer
Julie Loats, Chief Information Officer
Tess Rey-Chaput, Office of Regional Council Support

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Alan D. Wapner, called the meeting to order at 9:00 a.m. and asked LCMC Chair Clint Lorimore, Eastvale, District 4, to lead the Pledge of Allegiance.

President Wapner announced that SCAG staff has been working on implementing a new electronic voting system which will be used for today's meeting. A video which illustrated the features and functionality of the system was presented to the members. President Wapner stated the new e-voting system will enhance members' boardroom experience by utilizing touch-screen voting, navigating a paperless agenda, and using a digital speaker signup.

PUBLIC COMMENT PERIOD

There was no public comment speaker.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

ACTION / DISCUSSION ITEM

1. President Wapner Report – EAC Retreat, June 20 -21, 2018

President Wapner reported regarding the discussions that were covered at the EAC Retreat, June 20 – 21, 2018 in Ontario. He stated that a review of the three (3) existing policy committees [CEHD, EEC and TC], established by the SCAG Bylaws, was discussed regarding its relevance and responsibilities. The formation of an Emerging Technologies Committee was also discussed, which would be a new committee and reporting to the Regional Council to continue the work and discussion established by the Open Data/Big Data – Smart and Connected SCAG Region Committee. President Wapner stated the purpose of the Emerging Technologies Committee is to research and identify new and emerging technologies that play an important role in the RTP/SCS; and for the three (3) policy committees to utilize the Emerging Technologies Committee as a resource.

President Wapner also reported the formation of an Aviation Task Force—reporting to the Transportation Committee—to look at the regionalization of aviation in Southern California and collaborate with the Aviation Technical Advisory Committee (ATAC) to begin discussions particularly the aviation component of the RTP/SCS. The Aviation Task Force will be comprised of RC members who serve on an airport authority from each of the

airports in the SCAG region. If there is no such representative, President Wapner stated the airport authority may select its own representative to the Aviation Task Force.

President Wapner asked the members to let him or SCAG staff know if interested in serving either the Emerging Technologies Committee or the Aviation Task Force.

For the upcoming Regional Housing Needs Assessment (RHNA) process, President Wapner stated that he, along with CEHD Chair Peggy Huang, will be appointing new members of the RHNA Subcommittee which will be reporting to the CEHD Committee.

President Wapner reiterated that SCAG is the largest metropolitan planning organization in the country and the only agency where cities, counties and transit agencies convene. Therefore, he asked the members to leverage on their role to be the collaborator and facilitator throughout the region while continuing to work together.

As for the District Evaluation Subcommittee, President Wapner reported the subcommittee is comprised of a representative from each county in the SCAG region whose chair is Mayor L. Dennis Michael, Rancho Cucamonga, District 9. The subcommittee is tasked to review the current composition of the Regional Council Districts based upon current city population data from the State Department of Finance (DOF), every five (5) years pursuant to the SCAG Bylaws. He reported that the subcommittee is also tasked to consider issues of equity in representation and voting and ensure procedural best practices in the district evaluation process, whereby cities with five (5) versus seven (7) council members are within the same RC district. The subcommittee will also consider re-evaluating the population range for districts of 200,000 to 300,000 used in prior evaluations and determine if adjustments should be made or establish a formula to address the growing population of the cities. Another issue the subcommittee is tasked to address is the "automatic rotation of RC District representative" used by certain RC Districts and how this may hinder leadership opportunities for such RC District representatives at SCAG.

Hasan Ikhmeta, Executive Director, commented and offered caution when increasing the size of RC District representatives on the Regional Council.

President Wapner emphasized the importance of engaging and communicating with the cities that the Regional Council members represent in their respective districts.

President Wapner stated the members' attendance to the Regional Council and policy committee meetings are very important. When selecting a member to a committee, he considered the member's attendance record as the basis for the appointment. Should there be a pattern of non-attendance, President Wapner stated he will communicate to the respective COGs and cities to have a representative be an active member.

President Wapner stated that as Chairs and Vice Chairs of the policy committees and as policy makers, he asked the members to be actively engaged in their respective committee agendas; provide a clear direction to staff; and to allot time for policy discussions at the meetings.

Councilmember Judy Mitchell, Rolling Hills Estates, District 40, stated that at the EAC Retreat, one of the discussions was considering an increase in the size of the membership of the policy committees which would result with an increase in participation. Darin Chidsey offered clarification that under the SCAG Bylaws, each subregion is allotted with a number of subregional representatives on the policy committee that is equal to the

amount of Regional Council Districts in the subregion, with a minimum of three (3) subregional representatives on the policy committees per subregion.

Hasan Ikhata, Executive Director, offered further clarification that pursuant to the SCAG Bylaws, the current President may also make appointments to the policy committees; however, offered caution when doing so and take the growing membership size into consideration.

President Wapner echoed Mr. Ikhata's comment regarding the increasing membership size of the policy committees while ensuring the balance of its membership.

Mr. Ikhata also commented regarding the upcoming Regional Housing Needs Assessment (RHNA) process. He asked the members to think 'regionally' in order to comply with the mandates of the state law.

CONSENT CALENDAR

Approval Items

2. Minutes of the Special Meeting – August 20, 2018
3. 2019 Schedule of Regular Meetings of the Regional Council and Policy Committees
4. SCAG Memberships and Sponsorships
5. Amendment 2 to the Fiscal Year 2018-19 Comprehensive Budget
6. Contracts \$200,000 or Greater: Contract No. 18-028-C01, Regional Transportation Plan (RTP) Implementation and Technical Assistance Services
7. Contracts \$200,000 or Greater: Contract No. 19-004-C01, Agenda Management Software Maintenance
8. Contracts \$200,000 or Greater: Contract No. 18-025-C01, 48 Month Lease of Production Copier/Printer and Walk-up Machines
9. Contracts \$200,000 or Greater: Contract No. 18-011A-C01, Federal Transportation Improvement Program (FTIP) Online System

Receive and File

10. Purchase Orders more than \$5,000 but less than \$200,000; Contracts more than \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000
11. CFO Monthly Report

Regarding Agenda Item No. 3, *2019 Schedule of the Regional Council and Policy Committees Meetings*, Darin Chidsey, Chief Operating Officer, clarified that the month of January 2019 is not a 'dark' month. President Wapner stated he requested to leave the month of January as a regular meeting month for now.

A MOTION was made (Martinez) to approve the Consent Calendar, Item Nos. 2 through 9; and Receive and File Item Nos. 10 through 11. Motion was SECONDED (Finlay) and passed by the following roll call votes:

AYE/S: Wapner, Jahn, Lane, Finlay, Huang, Plancarte, Hagman, Lorimore, Pettis, Martinez, Mitchell, and Ramirez (12)

NOE/S: None (0).

ABSTAIN: None (0).

CFO REPORT

Basil Panas, Chief Financial Officer, provided an update regarding the Incurred and Indirect Cost Allocation plan audits by Caltrans; SCAG's membership dues; budget and grants and contracts.

ANNOUNCEMENTS

None.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business, Chair Wapner adjourned the meeting at 9:29 a.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

Executive/Administration Committee (EAC) Attendance Report

2018

MEMBERS	CITY	Representing	Jan (SpM)	Feb	Mar	Apr	May	Jun	Jun (Retreat)	Jul (SpM)	Aug (SpM)	Sept	Oct	Nov	Dec	Total Mtgs Attended To Date
Alan D. Wapner (CHAIR)	Ontario	SBCTA	1	1	1	1		1	1	1	1	1				9
Bill Jahn (1st VICE CHAIR)	Big Bear Lake	District 11	1	1	1	1		1	1	1	1	1				9
Randon Lane (2nd VICE CHAIR)	Murrieta	District 5	0	1	1	1		1	1	1	1	1				8
Margaret E. Finlay (IMM. PAST CHAIR)	Duarte	District 35	1	1	1	1		1	1	1	1	1				9
Peggy Huang (CEHD Chair)	Yorba Linda	TCA						1	1	1	1	1				5
James Mulvihill, CEHD Vice Chair)	San Bernardino	District 7														0
Linda Parks (EEC Chair)		Ventura County	1	1	1	1		1	1	1	1	0				8
Luis Plancarte (EEC Vice Chair)		Imperial County						1	1	1	0	1				4
Curt Hagman (TC Chair)		San Bernardino County	1	1	1	1		1	1	0	1	1				8
Cheryl Viegas-Walker (TC Vice Chair)	El Centro	District 1	1	1	1	1		1	1	1	1	0				8
Clint Lorimore (LCMC Chair)	Eastvale	District 4	1	1	1	1		1	1	1	1	1				9
Greg Pettis (LCMC Vice Chair)	Cathedral City	District 2	1	1	1	1		1	0	1	1	1				8
Frank Navarro (Pres. Appointment)	Colton	District 6						1	1	1	1	0				4
Michele Martinez (Pres. Appointment)	Santa Ana	District 16	1	1	1	1		1	0	0	1	1				7
Judy Mitchell (Pres. Appointment)	Rolling Hills Estates	District 40						1	1	0	1	1				4
Carmen Ramirez (Pres. Appointment)	Oxnard	District 45	1	1	1	1		1	1	1	1	1				9
Randall Lewis (Ex-Officio Member)		Business Representative	1	1	1	1		1	1	1	1	1				9
Sabrina LeRoy (Tribal Govt Plng Board)		San Manuel Band of MI	0	1	1	0		0	0	0	0	0				2