

9/26/79

Memorandum 79-56

Subject: Suggested Schedule for Future Meetings

Attached is a staff suggested schedule for future meetings. The schedule covers the months of January-August 1980. The schedule is based on the amount of material the staff expects to produce during this period.

The suggested schedule presents several policy matters for Commission discussion and decision. First, it is proposed to hold all meetings in San Francisco. (We do not propose to change the place for the November 30-December 1 meeting, already scheduled for Los Angeles.) There is a significant saving in cost of travel and in meeting room charges if meetings are held in San Francisco. Our past experience is that attendance has been better when the meeting is held in San Francisco. Also, we can meet at the State Bar Building in San Francisco; we believe that the meeting room is more suitable in San Francisco than in Los Angeles. On the other hand, meeting only in San Francisco may cause inconvenience to Commissioners who reside in Southern California. We would appreciate a Commissioner discussion of this matter and a determination whether all meetings could be held in San Francisco.

You will also note from the attached schedule that we have scheduled two-day meetings alternately with evening and morning meetings. We have scheduled the two-day meetings for Thursday and Friday. This will allow you a free evening in San Francisco (Thursday evening). The evening and morning meetings have been scheduled for Friday evening and Saturday morning so that you will be away from your office for a minimum time. (If the staff is unable to prepare sufficient material to require the Commission to meet each month, we would cancel one or more of the meetings scheduled to be held on Friday evening and Saturday morning.) Here again, we would appreciate a Commissioner discussion of whether this scheduling meets your individual needs and desires or whether you would prefer some other scheduling policy.

Respectfully submitted,

John H. DeMouilly
Executive Secretary

SUGGESTED SCHEDULE FOR FUTURE MEETINGS

Note. The staff suggests that all meetings be scheduled for San Francisco (except for the November 30-December 1 meeting which is scheduled for Los Angeles).

November 30-December 1, 1979

November 30 (Friday) - 10:00 a.m. - 5:00 p.m.
December 1 (Saturday) - 9:00 a.m. - 12:00 noon

January 1980

January 17 (Thursday) - 9:30 a.m. - 5:00 p.m.
January 18 (Friday) - 9:00 a.m. - 4:00 p.m.

February 1980

February 15 (Friday) - 7:00 p.m. - 10:00 p.m.
February 16 (Saturday) - 9:00 a.m. - 12:00 noon

March 1980

March 13 (Thursday) - 9:30 a.m. - 5:00 p.m.
March 14 (Friday) - 9:00 a.m. - 4:00 p.m.

April 1980

April 11 (Friday) - 7:00 p.m. - 10:00 p.m.
April 12 (Saturday) - 9:00 a.m. - 12:00 noon

May 1980

May 15 (Thursday) - 9:30 a.m. - 5:00 p.m.
May 16 (Friday) - 9:00 a.m. - 4:00 p.m.

June 1980

June 13 (Friday) - 9:30 a.m. - 5:00 p.m.
June 14 (Saturday) - 9:00 a.m. - 12:00 noon

July 1980

July 17 (Thursday) - 9:30 a.m. - 5:00 p.m.
July 18 (Friday) - 9:00 a.m. - 4:00 p.m.

August 1980

No meeting