

Admin.

August 10, 2009

Memorandum 2009-29

Schedule of Future Meetings

This memorandum presents, for the Commission's consideration, proposed changes to the Commission's 2009 meeting schedule and a proposed meeting schedule for 2010.

PROPOSED CHANGES TO 2009 MEETING SCHEDULE

This year we scheduled the October and December meetings as two-day meetings, with the understanding that those meetings might be shortened to one day, if it turned out that a longer meeting is not needed or feasible.

The staff recommends that the October and December meetings be shortened to one day. Given the reduction in staff resources resulting from involuntary furloughs, and the likelihood that significant staff time will be spent in the remainder of this calendar year on legislative matters, it seems nearly certain that the staff will not be able to produce enough material to justify two-day meetings in October and December.

The staff would also suggest adjusting the meeting ending times, from 5:00 p.m. to 4:00 p.m., to better fit with available return flight schedules.

With those proposed changes, the schedule for meetings remaining in 2009 would be as follows:

October 2009	Sacramento
Oct. 22 (Thur.)	10:00 am – 4:00 pm
December 2009	Los Angeles
Dec. 17 (Thur.)	10:00 am – 4:00 pm

PROPOSED 2010 MEETING SCHEDULE

For the last several years we have followed a pattern of meeting approximately every other month. That has worked reasonably well for our

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present staffing level. It allows us to produce a sufficient amount of material for the meeting, and permits reasonable progress on most topics.

In recent years, we have generally split our meetings equally between Sacramento and the Los Angeles area, in order to facilitate public participation from both halves of the state and to spread the travel burden equitably between Commissioners and staff.

However, at the April 2009 meeting the Commission agreed to hold most of its remaining 2009 meetings in Sacramento, as a way of reducing travel and facilities costs. In order to continue those costs savings, the proposed 2010 meeting schedule would follow the newly adopted pattern — all but one of the meetings would be scheduled for Sacramento. The staff is open to discussing a return to our prior balance between Sacramento and Los Angeles, if any Commissioner wishes to revisit the issue.

Barring that, **the staff proposes the following meeting schedule for 2010:**

February 2010 Feb. 18 (Thur.)	Sacramento 10:00 am – 4:00 pm
April 2010 April 22 (Thur.)	Sacramento 10:00 am – 4:00 pm
June 2010 June 17 (Thur.)	Sacramento 10:00 am – 4:00 pm
August 2010 Aug. 19 (Thur.)	Sacramento 10:00 am – 4:00 pm
October 2010 Oct. 21 (Thur.)	Sacramento 10:00 am – 4:00 pm
December 2010 Dec. 16 (Thur.)	Burbank 10:00 am – 4:00 pm

Please bring your calendars to the meeting, so that we can make any adjustments necessary to maximize Commissioner attendance.

Respectfully submitted,

Brian Hebert
Executive Secretary