

Memorandum 2013-41

Meeting Schedule

For the last several years, the Commission has followed a pattern of meeting approximately every other month for one day. That has worked reasonably well for our present staffing level. It allows us to produce a sufficient amount of material for the meeting, and permits reasonable progress on most topics. The schedule proposed for 2014 would follow that general schedule.

In recent years, three of our six meetings have been held in the State Capitol. This location makes it much easier for Legislators, legislative staff, and the Legislative Counsel to attend all or part of a meeting.

Since locating our headquarters office in the UC Davis Law school, we have also met in the law school once each year. Although this is slightly less convenient to Legislators, it is still reasonably near to the Capitol. Moreover, it helps to reinforce a valuable working relationship with the law school.

Our remaining two meetings are typically held in Burbank, Los Angeles, or San Diego. This facilitates the participation of people who live in the southern part of the state.

Consistent with our past practice, proposed Sacramento meetings are scheduled for Thursdays. That should make it easier for the legislative members of the Commission to attend. Other meetings are generally scheduled for Fridays, on the assumption that a Friday meeting would be more convenient for non-legislative Commissioners. (An exception to this is the date proposed for the December 2014 meeting. That meeting is scheduled for a Thursday, on the assumption that a Friday so close before a major holiday will be a difficult day for air travel.)

Taking into account the Legislature's calendar, holidays, staff vacations, etc., the staff proposes the following meeting schedule for 2014:

February 2014 Feb. 13 (Thur.)	Sacramento 10:00 am – 4:00 pm
April 2014 April 10 (Thur.)	Sacramento 10:00 am – 4:00 pm
June 2014 June 12 (Thur.)	Sacramento 10:00 am – 4:00 pm
August 2014 Aug. 15 (Fri.)	Los Angeles 10:00 am – 4:00 pm
October 2014 Oct. 16 (Thur.)	Davis 10:00 am – 4:00 pm
December 2014 Dec. 11 (Thur.)	San Diego 10:00 am – 4:00 pm

Please bring your calendars to the meeting so we can adjust the proposed schedule as necessary to enable maximum attendance by Commission members.

Respectfully submitted,

Brian Hebert
Executive Director