

Admin.

July 11, 2016

## Memorandum 2016-32

### Meeting Schedule

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This memorandum presents a proposed schedule for the Commission's<sup>1</sup> meetings in 2017.

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 below tries to work around holidays, expected Legislative deadlines, the State Bar Annual Meeting (August 24-31, 2017), and known staff scheduling conflicts.

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

Since locating our headquarters office in the King Hall School of Law in Davis, 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 meetings are typically held in Los Angeles. This facilitates the participation of those who live in the southern part of the state.

The proposed 2017 meeting schedule that is set out below follows our recent practice:

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1. Any California Law Revision Commission document referred to in this memorandum can be obtained from the Commission. Recent materials can be downloaded from the Commission's website ([www.clrc.ca.gov](http://www.clrc.ca.gov)). Other materials can be obtained by contacting the Commission's staff, through the website or otherwise.

The Commission welcomes written comments at any time during its study process. Any comments received will be a part of the public record and may be considered at a public meeting. However, comments that are received less than five business days prior to a Commission meeting may be presented without staff analysis.

<b>February 2017</b> Feb. 2 (Thur.)	<b>Sacramento</b> 10:00 am – 4:00 pm
<b>April 2017</b> April 6 (Thur.)	<b>Sacramento</b> 10:00 am – 4:00 pm
<b>June 2017</b> June 8 (Thur.)	<b>Sacramento</b> 10:00 am – 4:00 pm
<b>August 2017</b> August 4 (Fri.)	<b>Los Angeles</b> 10:00 am – 4:00 pm
<b>September 2017</b> September 28 (Thur.)	<b>Davis</b> 10:00 am – 4:00 pm
<b>December 2017</b> Dec. 1 (Fri.)	<b>Los Angeles</b> 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