

THIS PRINT COVERS CALENDAR ITEM NO.: 10.4

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Board of Directors

BRIEF DESCRIPTION:

Establishing a meeting schedule for the SFMTA Board of Directors/Parking Authority Commission and the Policy and Governance Committee for 2019.

SUMMARY:

- The SFMTA Board has established regular meeting dates on the first and third Tuesday of every month.
- Traditionally, certain meetings have been cancelled during the year.
- Should additional meetings need to be scheduled, Article 4, Section 2 of the SFMTA Board's Rules of Order state that special meetings may be called at any time by the Chairman or by a majority of members.


ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

DATE

DIRECTOR  11/16/2018

SECRETARY  11/16/2018

ASSIGNED SFMTAB CALENDAR DATE: December 4, 2018

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PURPOSE

The purpose of this calendar item is to establish a meeting schedule for the SFMTA Board of Directors/Parking Authority Commission and the Policy and Governance Committee for 2019.

STRATEGIC PLAN GOALS AND TRANSIT FIRST POLICY PRINCIPLES

Adopting a proposed schedule for meetings does not directly forward any of the SFMTA's Strategic Plan Goals nor Transit First Policy Principles but it supports all goals and principles.

DESCRIPTION

Establishing a meeting schedule will allow staff to manage their work flow in a more time and cost effective manner and will help to ensure smooth approval and delivery of projects.

Pursuant to the SFMTA Board of Directors Rules of Order, the Board has established regular meeting dates on the first and third Tuesday of every month. The Policy and Governance Committee (PAG) meets on the fourth Tuesday of each month.

Traditionally, certain meetings have been cancelled during the year. For 2019, staff recommends that the meetings of January 1, July 2, August 6, and December 17 not be held.

In 2019, all Memoranda of Understanding (MOU) with San Francisco's labor unions will be negotiated. The SFMTA is responsible for bargaining directly with the following:

1. TWU 250-A (9163) Operators
2. TWU 250-A (9132) Transit Fare Inspectors
3. TWU 250-A (7410) Automotive Service Workers
4. TWU Local 200 for Service Critical Classifications
5. IBEW Local 6 Electricians
6. IAM 1414 Machinists
7. SEIU 1021 for Service Critical Classifications for SFMTA
8. MEA for Municipal Executives Association

We also have employees in the following nine citywide contracts that the City is responsible for negotiating but a point person from the SFMTA will be at these tables representing the SFMTA's proposals.

1. SEIU City Wide Contract
2. The International Federation of Professional and Technical Engineers, Local 21
3. Operating Engineers Local 3
4. Stationary Engineers Local 39
5. Plumbers Local 38

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6. Craft Coalition Contract
7. Teamsters Local 856
8. San Francisco City Workers United (Painters)
9. Labors International Union Local 261

Because MOUs must be approved by the SFMTA Board of Directors not later than June 30, 2019, we recommend tentatively scheduling a meeting on Friday, June 28, should a meeting be necessary.

In addition to the regular meeting schedule, during a year when MOU's are being negotiated, we tentatively schedule a series of closed sessions during negotiations so the labor negotiator can meet with the Board. Those meetings would be held on alternate Tuesdays in March, April and May at One South Van Ness Ave. Because these meetings would be in a location that is not your normal meeting room, the Sunshine Ordinance requires 15-day notice, therefore, it is best to schedule them and then cancel if not necessary.

Should additional meetings need to be scheduled, Article 4, Section 2 of the SFMTA Board's Rules of Order state that special meetings may be called at any time by the Chairman or by a majority of Board members as long as at least 72 hours advance notice is given.

Once approved by the SFMTA Board of Directors, the meeting schedule will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.

In addition to the proposed schedule of meetings below, additional special closed sessions will be schedule for conferences with the SFMTA's labor negotiator, as noted in the table below.

The proposed schedule of meetings for 2019 is:

MEETING	NOTES
January 15	
January 22	PAG
January 29	All-day workshop
February 5	
February 19	
February 26	PAG
March 5	
March 12	Special Closed Session*
March 19	
March 26	PAG
March 26	Special Closed Session*
April 2	
April 9	Special Closed Session*

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April 16	
April 23	Special Closed Session*
April 23	PAG
April 30	Special Closed Session*
May 7	
May 14	Special Closed Session
May 21	
May 28	PAG
June 4	
June 18	
June 25	PAG
June 28	Special meeting*
July 16	
July 23	PAG
August 20	
August 27	PAG
September 3	
September 17	
September 24	PAG
October 1	
October 15	
October 22	PAG
November 5	
November 19	
November 26	PAG
December 3	

*meeting only if needed.

STAKEHOLDER ENGAGEMENT

None.

ALTERNATIVES CONSIDERED

None.

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FUNDING IMPACT

This item has no funding impact to the Agency.

ENVIRONMENTAL REVIEW

On October 11, 2018, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2017 Meeting Schedule is not defined as a “project” under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b).

A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

None.

RECOMMENDATION

Approve the 2019 schedule of SFMTA Board of Directors/Parking Authority Commission and Policy and Governance Committee meetings.

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SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. _____

WHEREAS, Pursuant to the SFMTA Board of Directors Rules of Order, the SFMTA Board of Directors/Parking Authority Commission hold regular meetings on the first and third Tuesdays of every month; and,

WHEREAS, The Policy and Governance Committee will hold regular meetings on the fourth Tuesday of every month; and,

WHEREAS, On October 11, 2018, the SFMTA, under authority delegated by the Planning Department, determined that the SFMTA Board 2017 Meeting Schedule is not defined as a “project” under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b); and,

WHEREAS, A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors/Parking Authority Commission establishes a meeting schedule for 2019 for meetings of the SFMTA Board of Directors/Parking Authority Commission and the Policy and Governance Committee.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of December 4, 2018.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency