

access

BOARD OPERATIONS COMMITTEE

Tuesday, September 19, 2023

11:00 a.m.

Access Services Council Conference Room, 3rd Floor 3449 Santa Anita Avenue El Monte CA 91731	
Disabled Resource Center 2750 E Spring St # 100 Long Beach, CA 90806	Long Beach Transit 1963 E Anaheim St Long Beach, CA 90813

Committee Members: T. DeVera, Chair
D. Barnes, Vice Chair
L. Burner, Treasurer
D. Nason, Secretary

DISPOSITION

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| 1. CALL TO ORDER | ACTION |
| 2. GENERAL PUBLIC COMMENT | INFORMATION |
| 3. CONSIDERATION TO MODIFY BOARD COMMITTEE STRUCTURE (page 4) | ACTION |
| 4. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS | INFORMATION |
| 5. CLOSED SESSION: | DISCUSSION/
POSSIBLE ACTION |
| A) GOVERNMENT CODE §§ 54956.9(D)(2) AND 54956.9(E)(1) – ANTICIPATED LITIGATION – CONFERENCE WITH LEGAL COUNSEL – “FACTS AND CIRCUMSTANCES THAT MIGHT RESULT IN LITIGATION AGAINST THE LOCAL AGENCY BUT WHICH THE LOCAL AGENCY BELIEVES ARE NOT YET KNOWN TO A POTENTIAL PLAINTIFF OR PLAINTIFFS, WHICH FACTS AND | |

CIRCUMSTANCES NEED NOT BE DISCLOSED." –
ONE (1) MATTER.

6. ADJOURNMENT

ACTION

Access Services does not discriminate on the basis of disability. Accordingly, Access Services seeks to ensure that individuals with disabilities will have an equal opportunity to participate in the range of Access Services events and programs by providing appropriate auxiliary aids and services for communications. Primary consideration is given to the request of individuals with disabilities. However, the final decision belongs to Access Services. To help ensure the availability of any auxiliary aids and services you require, please make every effort to notify Access Services of your request at least three (3) business days (72 hours) prior to the meeting in which you wish to utilize those aids or services. You may do so by contacting (213) 270-6000.

Note: Access Services Board committee meetings are held pursuant to the Ralph M. Brown Act [Cal. Gov. Code §54950] and are open to the public. The public may view and obtain all written information supporting this agenda provided to the Board committee both initially and supplementally prior to the meeting at the agency's offices located at 3449 Santa Anita Avenue, El Monte, California and on its website at <http://accessla.org>. Documents, including Power Point handouts distributed to the Board committee members by staff or Board committee members at the meeting, will simultaneously be made available to the public. Three opportunities are available for the public to address the Board committee during a Board committee meeting: (1) before closed session regarding matters to be discussed in closed session, (2) before a specific agenda item is debated and voted upon regarding that item and (3) general public comment. The exercise of the right to address the Board committee is subject to restriction as to time and appropriate decorum. All persons wishing to make public comment must fill out a goldenrod Public Comment Form and submit it to the Secretary of the Board. Public comment is generally limited to three (3) minutes per speaker and the total time available for public comment may be limited at the discretion of the Chairperson. Persons whose speech is impaired such that they are unable to address the Board at a normal rate of speed may request an accommodation of a limited amount of additional time from the Chair but only by checking the appropriate box on the Public Comment Form. Granting such an accommodation is at the discretion of the Chair. The Board committee will not and cannot respond during the meeting to matters raised under general public comment. Pursuant to provisions of the Brown Act governing these proceedings, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. However, the Board committee may direct staff to investigate and/or schedule certain matters for consideration at a future Board committee meeting and the staff may respond to all public comments in writing prior to the next Board committee meeting.

Alternative accessible formats are available upon request.

*NOTE

The public may also participate via the Zoom webinar link, or by teleconference. Please review the procedures to do so as follows -

How to Provide Public Comment in a Board Meeting via Zoom

Online

1. Click the Zoom link for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html. Make sure to use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, or Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. You may also use this direct link - <https://us06web.zoom.us/j/81903026190>
2. Enter an email address and your name. Your name will be visible online while you are speaking.
3. When the Committee Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
4. Please note that the "Chat" feature is not enabled during the meeting for general public attendees. If you cannot use the "raise hand" feature, then please submit a written comment as outlined above.
5. When called, please limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

Note: Members of the public will not be shown on video.

By phone

1. Call the Zoom phone number and enter the webinar ID for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html
2. You can also call in using the following information -
3. Dial (for higher quality, dial a number based on your current location): US: +1 669 444 9171 or +1 669 900 6833 or +1 346 248 7799 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)
Webinar ID: 819 0302 6190
4. When the Committee Chair calls for the item on which you wish to speak, press *9 to raise a hand. Speakers will be notified shortly before they are called to speak. Speakers will be called by the last four digits of their phone number. Please note that phone numbers in their entirety will be visible online while speakers are speaking.
5. When called, please state your name and limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

SEPTEMBER 13, 2023

TO: BOARD OF DIRECTORS
FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION
RE: CONSIDERATION TO MODIFY BOARD COMMITTEE STRUCTURE

ISSUE:

Staff has been requested by the Board to develop an alternative to the current governance structure.

RECOMMENDATION

Approve the following -

1. Eliminate the Performance Monitoring, Planning and Development, and External/Stakeholders Relations Committees.
2. Assign the audit and compensation responsibilities to the Board Operations Committee.
3. Schedule Board meetings monthly unless cancelled upon approval of the Board Chair.

IMPACT ON BUDGET

None

BACKGROUND

In November 2019, the Board approved the creation of a new Board committee structure based upon recommendations of the High Impact Governing Work Session Steering Committee, whose members included the Board officers, legal counsel, and Access' Executive Director. The new structure included the Performance Monitoring, Planning and Development, External/Stakeholders Relations and Board Operations Committees. Implementation of this structure began in March 2020 and was fully implemented by October 2020. Due to pandemic restrictions, all meetings were conducted remotely via Zoom until April 2023.

While the committee structure proved effective during the pandemic, Board members raised concerns about not hearing about issues equally if they were not assigned to a particular committee. While issues could be brought forward again at a full Board meeting, the Board has expressed a desire to return to a structure where all issues are presented to the Board collectively at one monthly meeting for discussion and possible action.

The above recommendation will achieve the Board's desire in this respect. The Board Operations Committee (comprised of the Board Officers) will remain as structured and will also function as the Audit and Compensation committee.

NEXT STEPS

Upon approval, staff will bring this recommendation to the full Board at its October meeting. If approved, the committee meetings on November 27th, 2023 will be cancelled and the next full Board meeting will occur on December 18, 2023.