



**San Francisco Bay Area Rapid Transit District
Measure RR Program**

BART Bond Oversight Committee

**Wednesday, April 18, 2018
9:30 AM - 11:00 AM
Kaiser Center Tower, 21th Floor
Conference Room 2100
300 Lakeside Drive Oakland, CA 94612**

MEETING NUMBER	MEETING DATE	MEETING TIME
Term 1, Meeting 3	April 18, 2018	9:30am-11:00am
Attendees Robert Raburn Debora Allen	Present Members Marian Breitbart John Post Christine Johnson Daren Gee Michael Day Michael McGill Anu Natarajan Absent Members None	Staff Grace Crunican Rose Poblete Kerry Hamill Carl Holmes Linton Johnson Tamar Allen Robert Mitroff Michaela Morales Melissa Jordan Nikiya Crisostomo

Agenda Item	Meeting Notes
1. Call to Order	A. Natarajan calls meeting to order.
1.A. Roll Call	All members present except C. Johnson.

2. Introduction of Committee Members	Items #1 and #2 were combined.
3. Introduction of BART Staff	BART staff introduced themselves.
4. Communication Protocol	<p>A. Natarajan said she worked with staff to put together this memo.</p> <p>L. Johnson read the draft protocols.</p> <p>J. Post has concerns about the “approve or deny” part of the rules.</p> <p>M. Day says that he likes the rules and supports it. He says that he believes that someone should be able to adjudicate the request.</p> <p>M. Breitbart suggested an appeal process if a committee member is denied.</p> <p>M. McGill said the protocol is pretty typical to the other board and commissions that he’s on.</p> <p>M. Day says that he agrees that a refer back process is good.</p> <p>L. Johnson said that he will add a refer back to committee process should a member’s request be denied.</p> <p>A. Natarajan requested a sheet on the Brown Act be sent to the Committee.</p> <p>J. Posts asked what the process between now and the time the protocol is adopted.</p> <p>A. Natarajan says that she would like this process to start now – even before adoption. She would like to have a one-pager on the Brown Act and a paragraph on the Robert’s Rules of Order.</p> <p>G. Crunican says that she has asked to meet with each of the members individually.</p> <p>R. Raburn thanks them for serving the public. He said he was pleased to see the level of discussion at the last meeting and that their input has resulted in changes on the board presentation.</p> <p>D. Allen thanks them for the committee’s service.</p>
5. Draft Annual Report	<p>M. Jordan says that the report is meant for riders and general public.</p> <p>G. Crunican says that “this is your report.” She says that the committee can throw it out and start from scratch.</p>

	<p>K. Hamill says the due date is June 30th.</p> <p>G. Crunican says that if the committee wants to throw it out – their comfort with the report is more important than the timeline.</p> <p>M. Day found it easy to read and well laid out. He said overall, it’s not going to be heavy on details as he would expect future reports to be.</p> <p>J. Post says there are two basic remits. One is how the bond proceeds are spent. The other is whether the projects being funded by the bond have been completed in a timely cost-effective manner consistent with the best interest of BART riders and District residents.</p> <p>A. Natarajan requests staff put on the agenda something that explains BART’s project management procedures.</p> <p>M. McGill asks for an executive summary paragraph answering the three questions the Board mandates the Committee answer for voters.</p> <p>C. Johnson requests the maps showing the work being done feature work in San Francisco and not just Oakland.</p> <p>K. Hamill says the official deadline is June 30, 2018. K. Hamill says that the committee needs to write down all the changes they want and email to Mickey. She requests members send the information by May 2nd instead of expecting that staff remember everything the Committee has talked about in this meeting. The Committee agrees to give written comments to Mickey by May 2.</p> <p>M. Day says there needs to be an owner of the authorship and keeps track of all the comments and can track who said what.</p> <p>A. Natarajan says the committee unanimously agrees that there needs to be an executive summary, staff does not need that to be put in writing. K. Hamill answers, “yes.”</p>
<p>6. Overview of the Communications/Outreach Plan (For discussion.)</p>	<p>K Hamill gives report on communication strategies.</p> <p>A. Natarajan suggests that staff just bring to the committee any related correspondence staff receives thru other channels to the committee. She says this is what is done in other places.</p>
<p>7. Public Comment</p>	<p>No public comment. A. Natarajan adjourns the meeting.</p>