

SUBJECT

Long Beach Transit (LBT) Board Committee Structure

RECOMMENDED ACTION

To adopt staff's recommendation to form two new advisory Board Committees: Finance and Operations; and Policy and Governance, commencing first quarter of calendar year 2017.

BACKGROUND

During the Board of Directors' Retreat in March 2016, the Board expressed interest in forming advisory committees to capitalize on its engagement and desire to interact more with staff and learn about emerging issues, trends and technology.

Staff researched the governance structures of various California medium-sized transit operators, as defined by the American Public Transportation Association (APTA), similar to LBT in terms of size, ridership, fleet size, operating budgets and Board structure (in addition to four other notable transit operators within the state).

The medium-sized transit operators include Santa Cruz METRO, Riverside Transit Agency, OmniTrans (San Bernardino Valley), Monterey-Salinas Transit and Foothill Transit (San Gabriel and Pomona valleys). The other notable transit operators include Los Angeles County Metropolitan Transportation Authority (Metro), San Diego Metropolitan Transit System (MTS), San Francisco Municipal Transportation Agency (SFMTA) and Alameda-Contra Costa Transit District (AC Transit).

Currently, LBT Board of Directors has an Executive Committee:

- *Covers matters pertaining to business of the Board of Directors, President and CEO; composition consists of the Board Officers (Chair, Vice Chair, Secretary/Treasurer)*

In addition to the existing Executive Committee, staff recommends forming the following two advisory committees:

Finance and Operations:

- *Covers matters pertaining to Finance, Budget, Safety, Security and Emergency Management; and Operational Issues, Processes and Programs*

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Finance and Operations:

- *Covers matters pertaining to Finance, Budget, Safety, Security and Emergency Management; and Operational Issues, Processes and Programs*

Policy and Governance:

- *Covers matters pertaining to Board operations and standards*

The intent of these committees is to work in tandem with the President and CEO to provide strategic advice and recommendations to the Board of Directors on major policy matters and key projects. The President and CEO and staff will provide pertinent information to update and assist the advisory committees in its formulation of recommendations as the CEO and staff are responsible for the day-to-day operations and execution of LBT's policies and programs.

These advisory committees should meet at a minimum frequency of twice per year and no more than quarterly. A maximum of two members per committee is recommended to avoid a quorum situation should the Chair or an additional Board member participate in a meeting.

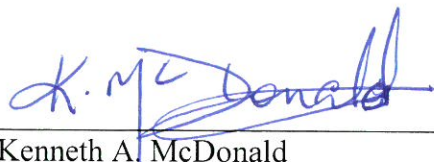
PROCUREMENT – N/A

ALTERNATIVES CONSIDERED

The Board may choose not to form these two new advisory committees. However, it was the original suggestion of the Board Chair and various Directors to form them.

BUDGETARY/FISCAL IMPACT – N/A

Staff is recommending the Board adopt a committee structure to form two new advisory Board Committees: Finance and Operations, and Policy and Governance, commencing first quarter of calendar year 2017.



Kenneth A. McDonald
President and Chief Executive Officer