

Thursday, September 17, 2009
10:30 A.M.

Agenda

Executive Management and Audit Committee Meeting

One Gateway Plaza
3rd Floor Boardroom

Call to Order

Directors

Ara Najarian, Chair
Don Knabe, Vice Chair
Richard Katz
Antonio Villaraigosa
Zev Yaroslavsky
Doug Failing, non-voting member

Officers

Arthur T. Leahy, Chief Executive Officer
Michele Jackson, Board Secretary
Karen Gorman, Ethics Officer
Karen Gorman, Acting Inspector General
County Counsel, General Counsel



Los Angeles County
Metropolitan Transportation Authority

Metro

METROPOLITAN TRANSPORTATION AUTHORITY BOARD RULES (ALSO APPLIES TO BOARD COMMITTEES)

PUBLIC INPUT

The meetings of the Metropolitan Transportation Authority Board are open to the public. A member of the public may address the Board on agenda items, before or during the Board or Committee's consideration of the item for up to 5 minutes per item, or at the discretion of the Chair. A request to address the Board should be submitted in person at the meeting to the Board Secretary prior to the start of the meeting.

The public may also address the MTA on non-agenda items within the subject matter jurisdiction of the MTA during the public comment period, which will be held at the end of each meeting. Each person will be allowed to speak for one minute and may speak no more than once during the Public Comment period. Public Comment will last a maximum of 30 minutes, or as otherwise indicated by the Chair. Speakers will be called according to the order in which the speaker request forms are received until the Public Comment period has expired. Elected officials, not their staff or deputies, may be called out of order and prior to the Board's consideration of the relevant item.

At the discretion of the Chair, the Board may limit public input on any item, based on the number of people requesting to speak and the business of the Board.

In the interest of hearing from as many members of the public as possible, if at the time your name is called, your issue has been addressed or your opinion expressed by a previous speaker, please simply state that fact and your name for the record.

In accordance with State Law (Brown Act), all matters to be acted on by the MTA Board must be posted at least 72 hours prior to the Board meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Board may act on an item that is not on the posted agenda.

CONDUCT IN THE BOARD ROOM - The following rules pertain to conduct at Metropolitan Transportation Authority meetings:

REMOVAL FROM THE BOARD ROOM The Chair shall order removed from the Board Room any person who commits the following acts with respect to any meeting of the MTA Board:

- a. Disorderly behavior toward the Board or any member of the staff thereof, tending to interrupt the due and orderly course of said meeting.
- b. A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.
- c. Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Board; and
- d. Any other unlawful interference with the due and orderly course of said meeting.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE BOARD

Agendas for the Regular MTA Board meetings are prepared by the Board Secretary and are available prior to the meeting in the MTA Records Management Department and on the Internet.

Every meeting of the MTA Board of Directors is recorded on cassette tapes, and duplicate tapes are available for a nominal charge. A Spanish language translator is available at all Board Meetings. Translators for other languages must be requested 72 hours in advance. After each Board meeting, a record is prepared which indicates the actions taken by the Board. This record is available on the second business day following the meeting.

DISCLOSURE OF CONTRIBUTIONS

The State Political Reform Act (Government Code Section 84308) requires that a party to a proceeding before an agency involving a license, permit, or other entitlement for use, including all contracts (other than competitively bid, labor, or personal employment contracts), shall disclose on the record of the proceeding any contributions in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any officer of the agency, additionally PUC Code Sec. 130051.20 requires that no member accept a contribution of over ten dollars (\$10) in value or amount from a construction company, engineering firm, consultant, legal firm, or any company, vendor, or business entity that has contracted with the authority in the preceding four years. Persons required to make this disclosure shall do so by filling out a "Disclosure of Contribution" form which is available at the LACMTA Board and Committee Meetings. Failure to comply with this requirement may result in the assessment of civil or criminal penalties.

ADA REQUIREMENTS

Upon request, sign language interpretation, materials in alternative formats and other accommodations are available to the public for MTA-sponsored meetings and events. All requests for reasonable accommodations must be made at least three working days (72 hours) in advance of the scheduled meeting date. Please telephone (213) 922-4600 between 8 a.m. and 5 p.m., Monday through Friday. Our TDD line is (800) 252-9040.

HELPFUL PHONE NUMBERS

Copies of Agendas/Record of Board Action/Cassette Tapes of Meetings - (213) 922-4880 (Records Management Department)

General Information/Rules of the Board - (213) 922-4600

Internet Access to Agendas - www.metro.net

TDD line (800) 252-9040

NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA

22. RECEIVE report of the **Chief Executive Officer**.
23. RECEIVE **report of the Chief Communications Officer**. (HANDOUT)

CONSENT CALENDAR (ITEM 24):

24. RECEIVE AND FILE/AFFIRM the following **personnel changes**:
 - A. Position Reclassifications and Appointment of Personnel:
 1. reclassification of filled Deputy Executive Officer (DEO), Policy, Research and Library Services position to DEO, Congestion Reduction Initiative and the appointment of the incumbent to the new position. The position is responsible for assisting in developing internal infrastructure for the administration of the toll operations and customer experience. The duties include identification of internal administrative functions required for toll operations; recommending data collection strategies for the Customer Experience; defining the Express Lanes Rewards Program; ensuring compliance with Metro policies and procedures and applicable state, federal and local regulations; and representing Metro at conferences and public events. This change is made to provide additional management level support for the many facets of the Congestion Reduction Initiative project;
 2. reclassification of vacant TPM III position to Administrative Director, Office of the Chief Executive Officer (OCEO) and the appointment of an employee to the new position. This position provides executive level support and advances all levels of communication and information to Board members, Deputies and staff, and ensures the effective coordination with all functional units in the successful execution of projects and programs. The OCEO was reorganized to reflect the management needs of the Office and to reduce the cost of support staff;
 3. reclassification of filled Service Sector General Manager position to Executive Officer (EO), High Speed Rail and the appointment of the incumbent to the new position. This position provides executive direction to project management staff and consultants to facilitate the implementation of High Speed Rail (HSR) projects, including planning and implementing the Los Angeles to Anaheim, Los Angeles to Palmdale and Los Angeles to San Diego HSR corridors.
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The position also has responsibility for representing Metro for the Los Angeles–San Diego–San Luis Obispo (LOSSAN), Amtrak and Metrolink service corridors. Executive level management of these projects is being consolidated to oversee the efforts of project personnel and to ensure that Metro has a unified position on the projects;

4. reclassification of vacant DEO Procurement position to EO, Procurement and Material Management, and appointment of an external hire to the position. This position is responsible for Metro’s overall procurement activities for all goods and services, and for providing leadership and direction to Material Management. This change is being made to reduce the amount of time that the Chief Administrative Services Officer must devote to the direct management of the procurement and material management units and to devote more time to senior executive level management of all units under his purview;
 5. reclassification of filled Information Coordinator position in the Board Secretary’s Office to Assistant to the Board Chairperson, and appointment of the incumbent to the new position. This position assists the Board Chairperson, Chairperson’s deputy and other Board deputies supporting board members selected by the League of Cities with administrative tasks such as scheduling meetings, preparing documents and information for reports and other general office duties; and
- B. Management Changes and Reduction in Force:
1. transfer responsibility for Safety and Security, including the MOU with the Los Angeles Sheriffs Department (LASD) for community policing, to the Deputy Chief Executive Officer, with the assignment of responsibility for the day-to-day management of Security to the LASD to create a unified command structure and clarify lines of authority and responsibility; and
 2. eliminate two positions, the DEO, Safety and Security and Director of Security, which are no longer needed under the new management structure.

****END OF CONSENT CALENDAR****

25. RECEIVE **oral Federal/State Affairs update.**

26. ADOPT the following **position on Federal Legislation:**

H.R. 2746 (Carnahan) Transit Operating Assistance Grant Program –
Would allow public transit agencies to use a portion of their federal transit funding for day-to-day operating expenses – **SUPPORT**

27. RECEIVE AND FILE the **FY 2009 year-end report of Management Audit Services** for the period ending June 30, 2009.

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST
WITHIN COMMITTEE'S SUBJECT MATTER JURISDICTION

ADJOURNMENT