



I-710 SOUTH CORRIDOR PROJECT

Charter

FINAL DRAFT FEBRUARY 7, 2022



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710 Task Force Charter

This Charter defines the organizational structure and the roles and responsibilities for the Los Angeles County Metropolitan Transportation Authority (Metro) and the California Department of Transportation (Caltrans) I-710 South Corridor Investment Plan Development process. The following describes the purpose and goals of the I-710 South Corridor Task Force (Task Force), the various components of the process, and how the process will proceed with stakeholder and community engagement.

PURPOSE AND GOALS OF THE TASK FORCE

Metro’s goal is to develop a multimodal, multipurpose investment strategy for the I-710 South Corridor that improves regional mobility and air quality while fostering economic vitality, social equity, environmental sustainability, and access to opportunity for LA County residents—especially for those most impacted by and living or working adjacent to the corridor. To accomplish this goal, Metro and Caltrans have established the I-710 South Corridor Task Force (710 Task Force), a group comprising vital community and regional stakeholders, who will work together to re-evaluate the needs of and goals for investment in the corridor, develop multimodal strategies to meet these needs, identify potential projects and programs in the short and long-term based on those strategies, and create a prioritized I-710 South Corridor Investment Plan, as illustrated in Exhibit A – Task Force Milestones (below).

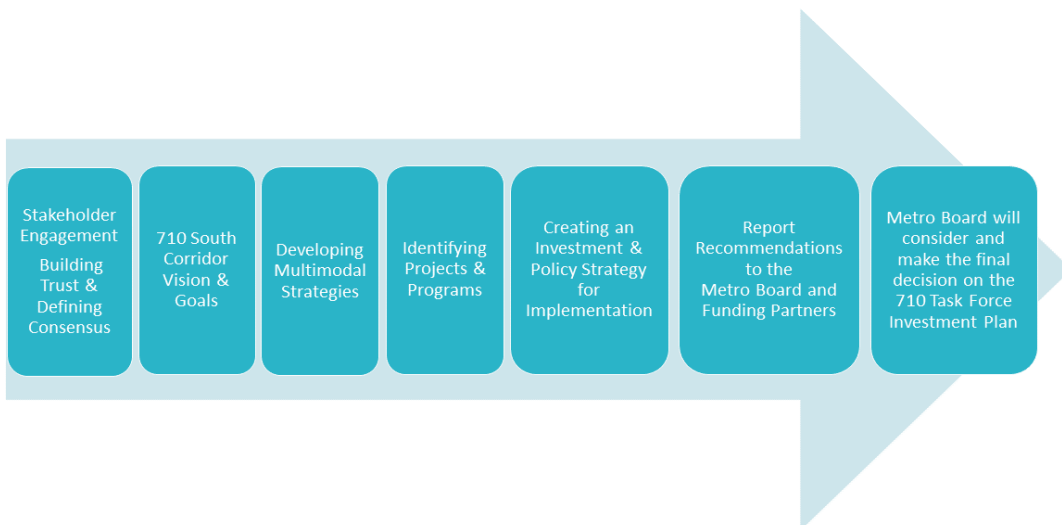


Exhibit A: Task Force Milestones

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To achieve this ultimate goal of creating a meaningful 710 South Corridor Investment Plan, the Task Force will take a step back from the prior, now suspended I-710 South Corridor Improvement Project process to re-engage community stakeholders, build trust, and work together in a collaborative process that starts with identifying a shared vision and set of goals for the I-710 South Corridor, developing multimodal strategies to achieve these goals, prioritizing an array of projects and programs to advance the strategies and creating the Investment Plan that will help Metro and Caltrans implement these projects and programs by securing the necessary funding, legislation, policies, and support to do so. Once completed, the 710 Task Force will present this overall Investment Plan to the Metro Board of Directors for consideration.

710 Task Force Membership

The 710 Task Force will consist of up to 50 representatives from a robust cross-section of communities, industries, public agencies, business and labor organizations that are impacted by or dependent upon the movement of people and goods through the I-710 South Corridor.

The Task Force and all associated working groups and committees will be supported by a Project Team comprised of Metro, Caltrans, and professional services staff. The Task Force representatives are identified and invited by the Project Team on behalf of Metro and Caltrans.

The roster for 710 Task Force members (lead and alternate delegates) and Project Team members can be found in Attachment A and Attachment B, respectively.

Duration and Time Commitment

The 710 Task Force will convene on a monthly basis between September 2021 and December 2022. Additional meetings may be required to complete the final I-710 South Corridor Investment Plan to be transmitted to the Metro Board for consideration and adoption.

Additionally, Task Force members are encouraged to share their expertise by participating in working groups assembled to address important issues in support of the overall Task Force workplan.

Metro and Caltrans will convene the 710 Task Force on a quarterly to semi-annual basis following the presentation of the final Investment Plan report to the Metro Board to support the implementation and advocacy of the Investment Plan projects and programs approved by the Board.

ORGANIZATION

The 710 Task Force convenes various meetings with Task Force Members and members of the public. Exhibit B – *710 Task Force Meeting Descriptions* outlines the various meeting types, frequency, purpose, membership, and meeting format. The green color outline indicates opportunities for the public to provide comment and input directly, while the gold color outline indicates opportunities for the Community Leadership Committee (CLC) to participate directly.



*Coordinating Committee (previously called the Executive Steering Committee)

Exhibit B: 710 Task Force Meeting Descriptions

Coordinating Committee (CC)

Purpose

The purpose of the Coordinating Committee (CC) is to work with Metro and Caltrans staff to plan Task Force meetings and to support the work of the Community Leadership Committee (CLC), working groups, and other Task Force activities as described above in Exhibit B.

Composition

The CC will be comprised of five members, including two members from the CLC and three members from the Task Force. The three Task Force members will include one representative elected by the Task Force members from each of the three groups of members:

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- > Community-Based Organizations
- > Cities/Governmental Agencies
- > Goods Movement/Transportation/Labor/Business

Leadership

Metro/Caltrans will facilitate the CC Meetings.

Meetings

CC Meetings will meet one week following each Task Force meeting.

Community Leadership Committee (CLC)

The Charter also establishes the **Community Leadership Committee (CLC)**.

Purpose

The purpose of the CLC is to advise the Task Force throughout its process on proposals and recommendations. The CLC will review and advise on goals, proposals, and recommendations before they are presented to the 710 Task Force. The CLC will also help to ground-truth data and findings and advise on community engagement strategies and efforts.

Composition

The CLC comprises residents of the project area and shall include at least 1 member per I-710 South Corridor jurisdiction, as defined by the 710 Task Force study area. Additional members will be added based on factors to be determined by the Community Engagement Strategy Working Group and the Task Force.

Leadership

The CLC members shall select representatives to lead the CLC and serve on the Coordinating Committee. Roles and responsibilities will be determined in consultation with the CLC members.

Meetings

The CLC will meet at least once a month and will be open to the public, including opportunities for public comment and engagement.

Working Groups

To support the work of the 710 Task Force, the Charter establishes that the Project Team, in consultation with the CC, will initiate 710 Task Force working groups, as needed.

Purpose

Research, analyze, and discuss specific issues and develop proposals and recommendations for consideration by the CLC and 710 Task Force.

Membership

Working groups will draw from the Task Force members, CLC members, and additional stakeholders and experts, as needed, to advance the objectives of the working group. Working groups are limited to no more than 25 members to help facilitate focused and constructive meetings.

Meetings

Working groups will meet on an as-needed basis.

Working Groups (Initial)

- > Community Engagement Strategy
- > Charter and Governance Structure
- > Clean Truck
- > Equity (Pending)

CHARTER WORK PLAN AND CONSENSUS CHECKPOINTS

To carry out the goals of the 710 Task Force and deliver an I-710 South Corridor Investment Plan to the Metro Board, the Project Team has proposed a Work Plan that is designed to support the Task Force’s work at each phase of the process, as found in Exhibit C - *Charter Work Plan and Consensus Checkpoints* below. The Task Force will work through the various topics identified by the Project Team and membership and seek consensus on each phase of the Work Plan before advancing to the next phase. The consensus checkpoint process will be first developed by the Charter and Governance Structure Working Group, with recommendations on the final format of this process to be presented to the Task Force for discussion, consideration, and adoption.

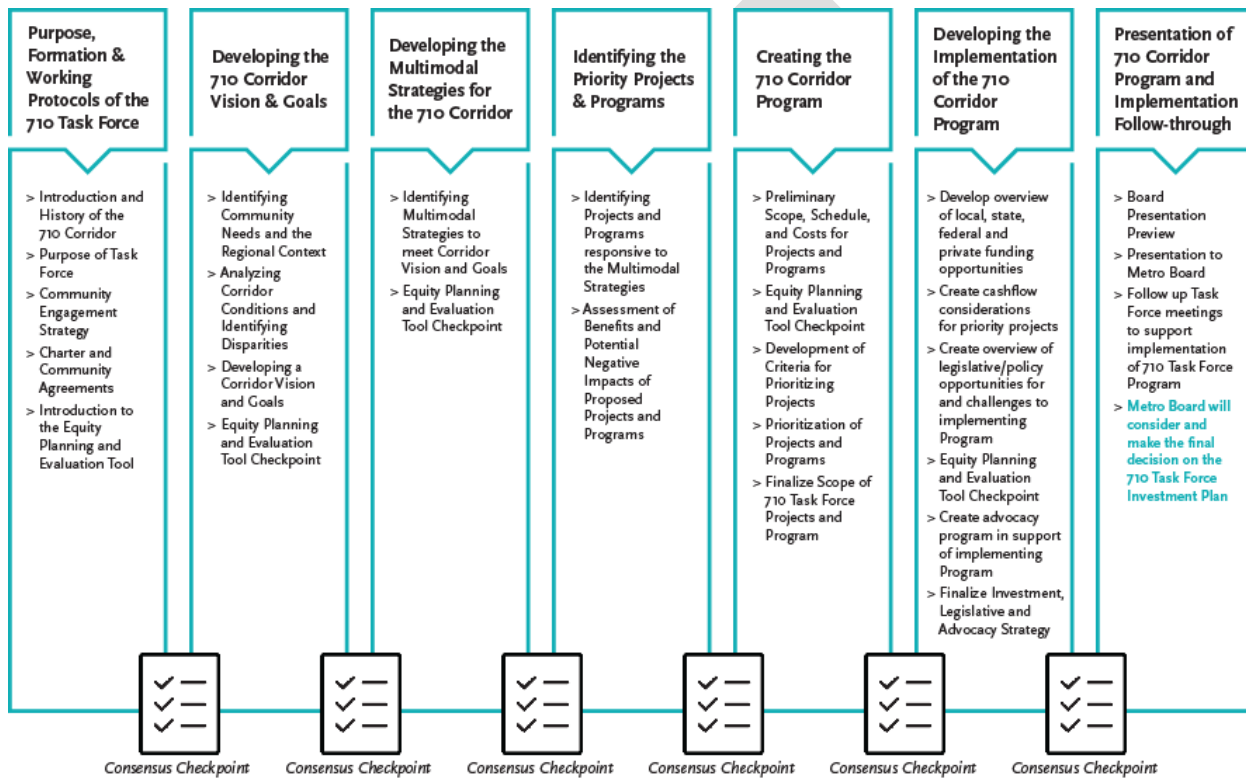


Exhibit A: Charter Work Plan and Consensus Checkpoints

BUILDING CONSENSUS AND DECISION-MAKING

The 710 Task Force has developed an agreed-upon decision-making process to guide and affirm each consensus checkpoint throughout the creation of the I-710 South Corridor Investment Plan to be delivered to the Metro Board.

Community Values and Agreements to Build Consensus: The values identified below underly the decision-making process that all Task Force Members will commit to and engage with:

- > *Cooperation Between Equals* – Seeing all Task Force Members as equals in the process and as sharing power across different communities and stakeholder groups so there is a respectful and trusting atmosphere.
- > *Exploration of Differences* – Exploring the different needs and perspectives of as many communities and stakeholders as possible before forming a proposal.
- > *Building Common Ground* – Creating space for open discussion and identification of information and ideas to be considered and find commonalities.
- > *Identification of Inclusive and Actionable Win-Win Solutions* – Working together to find solutions that everyone actively supports, or at least does not actively oppose, and that can be implemented through the process and/or integrated into the Investment Plan recommendations for consideration by the Metro Board and Caltrans.

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WORK PLAN PROCESS

The following diagram (*Exhibit D: Work Plan Process Steps*) shows the steps leading to each of the milestones and consensus checkpoints illustrating the flow of information and activity amongst the Project Team, the Task Force, the Coordinating Committee, the Community Leadership Committee, the working groups, the public, and the Metro Board of Directors:

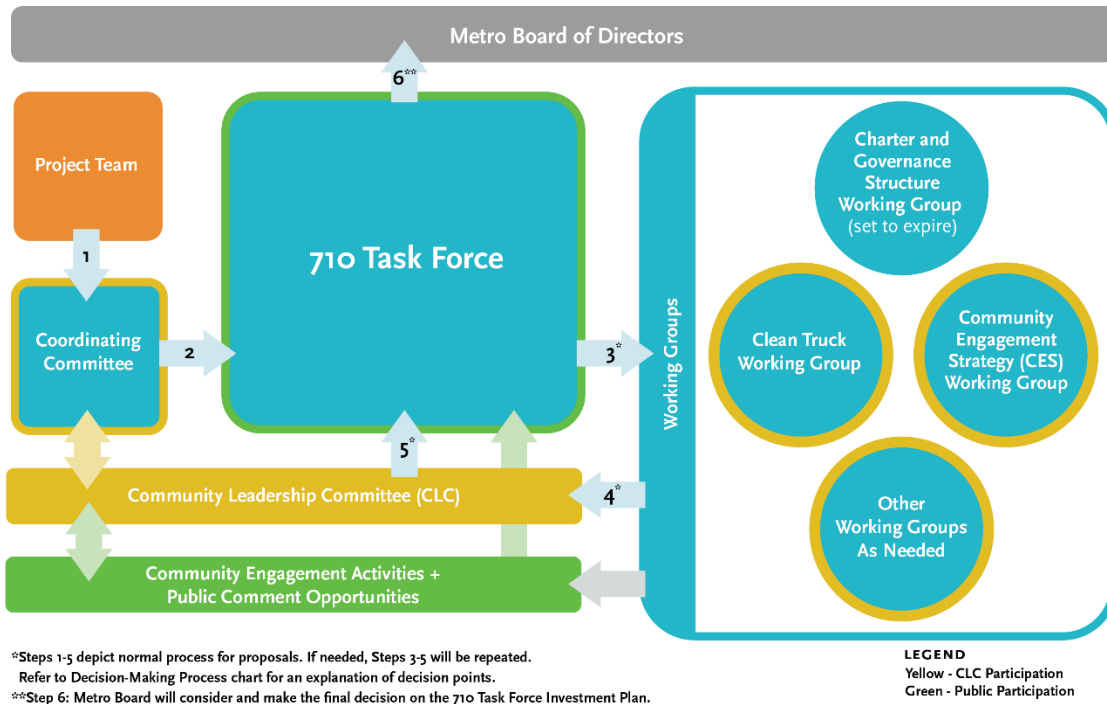
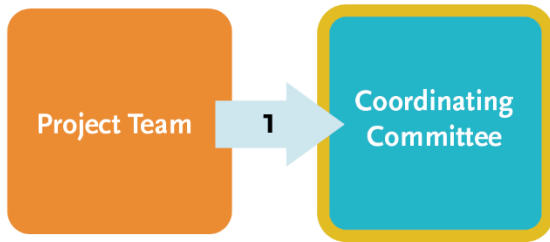


Exhibit B: Work Plan Process Steps

Below is a detailed description of the 5 steps of the Work Plan process prior to recommendations going to the Metro Board of Directors.

Step 1 – Project Team to Coordinating Committee



Work starts with the Project Team, which includes Metro, Caltrans, and professional services staff. The Project Team is responsible for preparing meeting materials, technical information, and other resources in support of the Task Force, the Coordinating Committee, the Community Leadership Committee, and Working Groups.

In Step 1, the Project Team provides meeting materials, technical information, and other resources in collaboration with the Coordinating Committee.

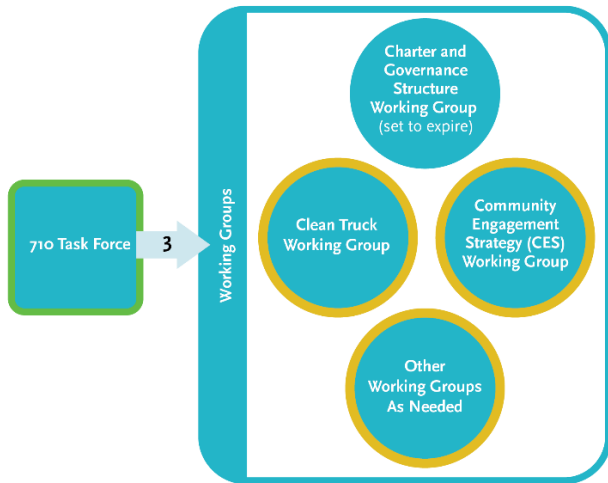
Step 2 – Coordinating Committee to the 710 Task Force and to the Community Leadership Committee



In Step 2, the agenda topics confirmed by the Coordinating Committee are introduced to the Task Force at its monthly meeting. Task Force members and the public discuss proposals and are notified of the specific topics to be discussed in the working groups.

The Coordinating Committee also recommends agenda items for the Community Leadership Committee (CLC) that emanate from Task Force members and public discussion at the monthly Task Force meetings. The CLC is represented on the Coordinating Committee by two members selected by the CLC.

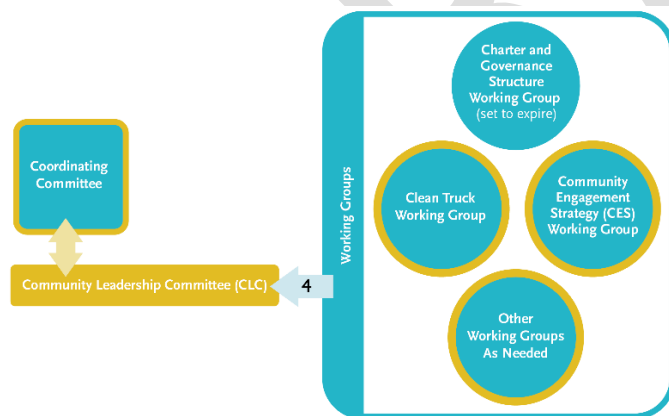
Step 3 – 710 Task Force to Working Groups



In Step 3, the 710 Task Force requests specific working groups to clarify issues, surface questions and concerns, and develop proposals that align with the Task Force values.

The working groups may include Task Force members, CLC members, and additional stakeholders and experts as needed to advance the objectives of the working group. Occasionally, working groups may be open to the public.

Step 4 – Working Groups to CLC



In Step 4, after Working Groups have prepared a proposal for consideration by the Task Force and Community Leadership Committee (CLC), the CLC meets one week before the next Task Force Meeting to review, discuss, and advise on the proposal for the Task Force. If the CLC has concerns or further questions regarding the working group proposal, the Community Leadership Committee advises the working group to re-evaluate the proposal. The Project Team works with the CLC to summarize community feedback that will be shared with the Task Force at its next monthly meeting.

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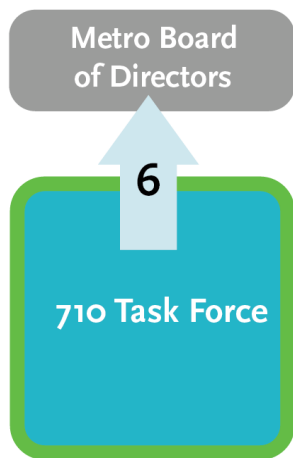
The CLC also ground-truths (verifies) data and findings and advises on community engagement strategies and efforts.

Step 5 – Community Leadership Committee (CLC) and Working Groups to 710 Task Force



In Step 4, the recommendations of the Working Groups are shared with the Community Leadership Committee (CLC). In Step 5 the CLC will evaluate the recommendations. If the CLC agrees with the recommendations, the CLC will share recommendations with the Task Force. If there are pending concerns, the issue will go back to the Working Groups to re-evaluate the recommendations and address concerns.

Step 6 – 710 Task Force to Metro Board of Directors



In Step 6, the 710 Task Force presents its final recommendations for the I-710 South Corridor Investment Plan to the Metro Board of Directors for consideration. The Metro Board will make the final decision on the Investment Plan. Note that Step 6 only occurs once in the work plan—following the final Task Force consensus checkpoint.

Public Participation

Throughout the process, the public can participate in community meetings, public commenting opportunities at the Task Force and Community Leadership Committee Meetings, surveys prepared by the Project Team, and membership in the Community Leadership Committee. Members of the public are also encouraged to directly reach out to the Project Team and Task Force through email or phone communication.

DECISION-MAKING PROCESS (CONSENSUS AND VOTING)

The Task Force will adopt a five-step decision-making model (see Exhibit E below).

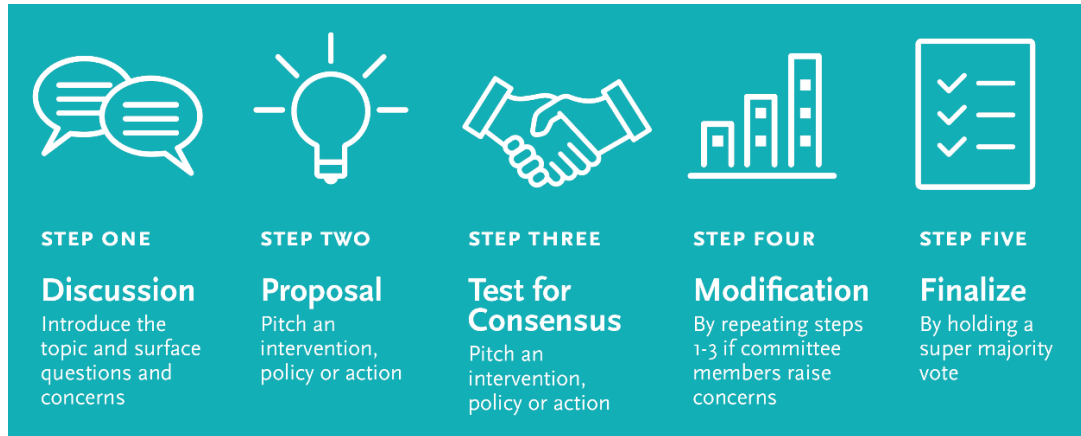


Exhibit C: Voting Process and Thresholds

In the first step, a topic is first introduced, and questions and concerns will surface. In the second step, a proposal is introduced. During the third step, there is a test for consensus using degrees of agreement. (Ex: “I support,” “I can live with,” “I have concerns,” or “I will stand aside”) amongst Working Group, CLC, or 710 Task Force members. If there is no consensus, members may modify the proposal after exploring issues of concern. If there is consensus, in the fifth and decisive step, a vote is taken, and a recommendation will be made on the proposal following a supermajority (60% threshold) vote of the Members. A successful supermajority vote will allow the decision or proposal to move to the next step or phase in the work plan process. For Task Force votes, members who disagree strongly will have the opportunity to provide a dissenting opinion along with the final recommendations to the Board.

The Lead Delegate votes for the Task Force member organization on Task Force votes, and the Designated Alternate (per Attachment A) votes in place of the Lead Delegate should he/she be absent. No one else can vote for each organization without express communication from the organization prior to a meeting that identifies a new Designated Alternate. All members voting must be present — no votes by proxy or in absentia. These voting protocols only apply to Task Force votes, and not to votes of the Community Leadership Committee or working groups.

PUBLIC ACCESSIBILITY

The 710 Task Force meetings will be open to the public. These meetings will be noticed at least two weeks in advance, with the agenda noticed at least a week in advance. The Project Team will strive to provide all materials (in a final draft form) at least one week in advance to be reviewed in advance of and discussed during these meetings to allow for the Task Force and Community Leadership Committee members and the public to have adequate time to review

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these materials. All materials, agendas, and public notices made for 710 Task Force meetings will be posted on the Metro website at www.metro.net/projects/i-710-corridor/ in a timely manner.

Public comments are encouraged during 710 Task Force meetings and public engagement meetings which will be hosted in support of developing the I-710 South Corridor Investment Plan. The goal is to capture input from community members and other stakeholders to be incorporated in the development of the plan.

The Project Team recognizes that there are a variety of languages spoken and used by communities within the I-710 South Corridor. In addition to English and Spanish, staff will also seek to translate meeting materials and documents and provide translation services in these additional languages (e.g., Tagalog, Khmer) where possible.

The Project Team will also host meetings of the working groups, the Community Leadership Committee, and the Coordinating Committee throughout this project process. Not all these meetings will be public, but the summaries, outcomes and recommendations from these meetings will be presented at the next 710 Task Force meeting and made available to the public.

VOLUNTARY PARTICIPATION AND COMPENSATION

Participation on the 710 Task Force and the Community Leadership Committee (CLC) is voluntary. 710 Task Force and CLC membership will be eligible for compensation, consistent with Metro's Advisory Body Compensation Policy (ABCP) for advisory body involvement from members of the public. The compensation tier of this advisory body is Advise and Collaborate at the compensation rate of \$200 per meeting for regular advisory body members and \$175 per meeting for alternates. The compensation rate for subcommittee (working group and steering committee) meetings is \$50 per meeting. The maximum compensation eligible advisory body members are able to receive is \$5,500 for regular members and \$4,900 for alternates per fiscal year which is identified as July through June for Metro.

Compensation payments will be handled in a manner consistent with existing Metro accounting practices. Payments will only be issued for meetings with confirmed attendance of the advisory body member. It is the responsibility of the advisory body member to confirm their attendance or correct any errors regarding documenting their attendance. Members will not be compensated for meetings they do not attend. For members that are eligible and opt-in but are unable to receive compensation for any of the reasons specified in the ABCP, Metro staff will coordinate with members and the Office of Equity & Race to determine alternative options.

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The Metro’s ABCP excludes Metro employees, elected officials, and any public agency, Councils of Governments, or elected office staff who serve on advisory bodies as part of their professional role. Members who 1) work for a contractor or organization holding an active contract with Metro and 2) participate or are listed in the contract activities while serving on an advisory body are not eligible for compensation for the duration of the contract. This applies to all contractors, including non-profit organizations and community-based organizations. Once no longer under contract with Metro, an advisory body member may receive compensation. Advisory body members are independent, and no language in this Charter shall be construed to create the relationship of agent or employee, as between an advisory body member and Metro. The term of the 710 Task Force and CLC and its membership shall be from September 2021 and March 2021, respectively, until December 2022.

DESIRED END RESULT

Through a consensus-driven process that identifies and promotes the needs of local, impacted 710 Corridor communities within the context of regional needs to move people and goods effectively, the 710 Task Force will develop a final report—the I-710 South Corridor Investment Plan— for review and consideration by the Metro Board, containing recommendations for a series of multimodal projects and programs to be implemented within and in support of the I-710 South Corridor vision and goals established by the Task Force.

DELIVERABLES

The 710 Task Force will produce the following deliverables:

- > Final report to the Metro Board
- > Investment Plan for the I-710 South Corridor
- > Implementation Plan
- > Advocacy and Legislative Plan
- > Materials for Metro Board presentation



ATTACHMENT A: 710 TASK FORCE ROSTER

	AGENCY	LEAD	ALTERNATE
1	Access Services, Inc.	Randy Johnson	
2	Alameda Corridor Transportation Authority (ACTA)	Michael Leue	Maria Melendres / Manny Hernandez
3	BREATHE LA County (Breathe LA)	Raj Dhillon	
4	Burlington Northern Santa Fe (BNSF) Railway	Lena Kent	
5	California Air Resources Board (CARB)	Richard Krieger	
6	California Endowment (TCE)	Gisele Fong	
7	CALSTART	Alicia Gilde	Niki Okuk
8	City of Bell Gateway Cities Council of Governments (GCCOG) Ad Hoc Committee	Councilmember Ali Saleh	
9	City of Commerce GCCOG Ad Hoc Committee	Mayor Pro Tem Oralia Rebollo	
10	City of Cudahy GCCOG Ad Hoc Committee	Vice Mayor Elizabeth Alcantar	
11	City of Long Beach	Councilmember Suely Saro	
12	City of Los Angeles	Dan Rodman	
13	Coalition for Clean Air	Chris Chavez	
14	Communities for a Better Environment (CBE)	Jennifer Ganata & Dilia Ortega (<i>co-leads</i>)	
15	County of Los Angeles, Supervisorial District 1	Martin Reyes	Aydin Pasebani
16	County of Los Angeles, Supervisorial District 2	Lilly O'Brien-Kovari	
17	County of Los Angeles, Supervisorial District 4	Luke Klipp	
18	Cal State University, Long Beach / Center for International Trade and Transportation (CITT)	Dr. Tom O'Brien	
19	Earthjustice	Fernando Gaytan	
20	East Yard Communities for Environmental Justice (EYECJ)	Taylor Thomas	Laura Cortez
21	Gateway Cities Council of Governments (COG)	Nancy Pfeffer	Marisa Perez
22	Harbor Trucking Association (HTA)	Matt Schrap	Robert Loya
23	International Brotherhood of Teamsters, Local Union 848	Eric Tate	
24	International Longshoremen Workers Union (ILWU)	<i>TBD</i>	
25	LA County Business Federation (BizFed)	Chris Wilson	
26	LA County Department of Public Works	Dave MacGregor	Elaine Kunitake/Edel Vizcarra
27	LA County Economic Development Corporation	Stephen Cheung	
28	LA Customs Broker & Freight Forwarders Association	Dan Monnier & Dan Meylor (<i>co-leads</i>)	
29	LA Unified School District	Fidencio Gallardo	
30	Legal Aid Foundation of LA-Long Beach(LAFLA-LB)	Angela M. Turner	
31	Long Beach Alliance for Children with Asthma (LBACA)	Sylvia Betancourt	Marlin Dawoodjee Vargas
32	Long Beach Residents Empowered (LBRE)	Leanna Noble	
33	Long Beach Transit (LBT)	Lisa Patton	
34	METRANS Transportation Consortium	Dr. Genevieve Giuliano	
35	Metrolink (Southern California Regional Rail Authority)	Roderick Diaz	David Huang
36	National Resources Defense Council (NRDC)	Natalia Ospina	Alec Cronin
37	Pacific Merchant Shipping Association (PMSA)	Michele Grubbs	Thomas Jelenic
38	Port of Long Beach (POLA)	Comm. Sharon Weissman	Theresa Dau-Ngo
39	Port of Los Angeles (POLB)	Kerry Cartwright	Tony Gioello
40	South Coast Air Quality Management District (AQMD)	Dr. Matt Miyasato	Dr. Sarah Rees
41	Southeast Los Angeles (SELA) Collaborative	Dr. Wilma Franco	Justin Pivaral
42	Southern California Association of Governments (SCAG)	Kome Ajise	Darin Chidsey / Annie Nam
43	Total Transportation Services, Inc. (TTSI)	Vic La Rosa	Tony Williamson
44	Union Pacific (UP) Railroad	Lupe Valdez	
45	US Environmental Protection Agency (EPA)	Morgan Capilla	
46	USC Equity Research Institute (ERI)	Edward Muna	Dr. Manuel Pastor
47	Watson Land Company	Matthew Means	



ATTACHMENT B: PROJECT TEAM ROSTER

LA METRO	CALTRANS DISTRICT 7	PROFESSIONAL SERVICES
<p>Michael Cano* Executive Officer (Interim) Federal/State Policy & Programming CanoM@metro.net</p> <p>Dan Lamere, Transportation Associate Sona Babayan, Transportation Associate</p>	<p>Gloria Roberts* Chief Deputy Director Gloria.roberts@dot.ca.gov</p>	<p>Arellano Associates Susan DeSantis* Senior Project Manager sdesantis@arellanoassociates.com</p> <p>Melissa Holguin, Senior Project Manager Stacey Falcioni, Project Manager Julie Nieto, Senior Project Coordinator Nora Casillas, Senior Project Coordinator Xochitl Medrano, Project Coordinator Samantha Sosa, Assistant Project Coordinator Nancy Verduzco, Tech Coordinator</p>
<p>Laurie Lombardi, Senior Executive Officer Strategic Financial Planning</p>	<p>Jeffrey Newman Chief of Staff</p>	<p>AECOM/Cambridge Systematics Dave Levinsohn* Vice President AECOM Dave.levinsohn@aecom.com</p> <p>Julie Rush, Planning Senior Manager of Transportation, AECOM</p> <p>Susan Ambrosini, Principal, AECOM</p> <p>Gary Hamrick, Principal, Cambridge Systematics</p>
<p>KeAndra Cylear-Dodds, Executive Officer Jessica Medina, Manager</p> <p>Equity and Race</p>	<p>Paul Marquez, Deputy District Director Planning, Goods Movement/Local Assistance</p>	<p>HERE LA Amber Hawkes, Co-Director Shannon Davis, Co-Director</p>
<p>Ernesto Chaves, Deputy Executive Officer Roads & Highways</p>	<p>Ron Kosinski, Deputy District Director, Environmental Planning</p>	<p>Morales + Morales Partners Erika Morales* Partner erika@morales-partners.com</p>
<p>Lilian De Loza-Gutierrez, Director Community Relations</p>		<p>GF Bunting + Co. Maya Pogoda, Senior Executive</p>

*Point of contact



ATTACHMENT C: 710 TASK FORCE MEMBERSHIP BY GROUP

CBO'S, ENVIRONMENTAL, ADVOCACY GROUPS & COMMUNITY SERVING ORGANIZATIONS	CITIES & GOVERNMENTAL AGENCIES	GOODS MOVEMENT/LOGISTICS/ TRANSPORTATION/LABOR/ BUSINESS
Southeast Los Angeles (SELA) Collaborative	County of Los Angeles Supervisorial District 1	METRANS Transportation Consortium
East Yard Communities for Environmental Justice (EYECJ)	County of Los Angeles Supervisorial District 2	Cal State University, Long Beach Center for International Trade and Transportation (CITT)
Communities for a Better Environment (CBE)	County of Los Angeles Supervisorial District 4	USC Equity Research Institute (ERI)
Long Beach Alliance for Children with Asthma (LBACA)	LA County Public Works	LA Unified School District (LAUSD)
Long Beach Residents Empowered (LBRE)	City of Long Beach	CALSTART
Legal Aid Foundation of LA-Long Beach (LAFLA-LB)	City of Los Angeles	International Brotherhood of Teamsters, Local Union 848
Coalition for Clean Air (CCA)	Southern California Association of Governments (SCAG)	LA County Business Federation (BizFed)
EarthJustice	Metrolink (Southern California Regional Rail Authority)	Burlington Northern Santa Fe (BNSF) Railway
National Resources Defense Council (NRDC)	Gateway Cities Council of Governments (GCCOG)	LA Customers Broker & Freight Forwarders Association (LACBFFA)
BREATHE LA County (Breathe LA)	City of Bell GCCOG Ad Hoc Committee	Harbor Trucking Association (HTA)
The California Endowment (TCE)*	City of Commerce GCCOG Ad Hoc Committee	Union Pacific (UP) Railroad
	City of Cudahy GCCOG Ad Hoc Committee	Pacific Merchant Shipping Association (PMSA)
	Alameda Corridor Transportation Authority (ACTA)	Total Transportation Services, Inc. (TTSI)
	Long Beach Transit (LBT)	Watson Land Company
	Access Services, Inc	International Longshoremen Workers Union (ILWU)
	US Environmental Protection Agency (EPA)	Port of Long Beach (POLB)
	California Air Resources Board (CARB)	Port of Los Angeles (POLA)
	South Coast Air Quality Management District (AQMD)	
	LA County Economic Development Corporation (LAEDC)	

**The California Endowment is a foundation and a community-serving organization*