

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

MINUTES

January 19, 2017

[Clerk's note: Except where noted, public, staff and board member comments are paraphrased].

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:10 a.m. A roll call sheet listing Board member attendance is attached.

2. Approval of Minutes

Ms. Salas moved to approve the minutes of the December 8, 2016, MTS Board of Directors meeting. Mr. Sandke seconded the motion, and the vote was 11 to 0 in favor with Mr. Alvarez, Ms. Bragg, Mr. Minto, and Ms. Zapf absent.

4. Elect Vice Chair, Chair Pro Tem, and Committee Appointments (Sharon Cooney) (TAKEN OUT OF ORDER)

Sharon Cooney, Chief of Staff, introduced the item and noted that the Ad Hoc Nominating Committee met to propose the slate of committee appointments as well as to make a recommendation on the Vice Chair and Chair Pro Tem. Chairman Mathis stated that the recommendations for Vice Chair and Chair Pro Tem are Supervisor Roberts and Mayor Salas, respectively, and the recommendation for committee appointments is listed on the attachment. He asked for a motion for approval with the understanding that those members who are on the slate of committees will not be voting for themselves.

Action Taken

Ms. Zapf moved to elect Ron Roberts as Vice Chairman, Mary Salas as Chair Pro Tem, and approve the Ad Hoc Nominating Committee's proposed slate for the appointment of representatives to MTS committees for 2017. Ms. Cole seconded the motion, and the votes were as follows:

Accessible Services Advisory Committee (ASAC)

- Lorie Bragg, Chairman: 12 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Airport Authority Advisory Committee

- Harry Mathis, Committee Representative: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Ron Roberts, Alternate: 11 to 0 in favor, with Mr. Roberts abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Audit Oversight Committee

- Ernie Ewin, Chairman: 12 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Harry Mathis, Committee Representative: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Ron Roberts, County Representative: 11 to 0 in favor, with Mr. Roberts abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Myrtle Cole, City of San Diego Representative: 11 to 0 in favor, with Ms. Cole abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Mona Rios, South Bay Representative: 11 to 0 in favor, with Ms. Rios abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Bob McClellan, East County Representative: 11 to 0 in favor, with Mr. McClellan abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Budget Development Committee

- Harry Mathis, Committee Representative: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Ron Roberts, Committee Representative: 11 to 0 in favor, with Mr. Roberts abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Bob McClellan, Committee Representative: 11 to 0 in favor, with Mr. McClellan abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- John Minto, Committee Representative: 12 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Lorie Zapf, Committee Representative: 11 to 0 in favor, with Ms. Zapf abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Executive Committee (Set by Board Policy No. 21)

- Harry Mathis, Chair
- Ron Roberts, County Representative
- Myrtle Cole, City of San Diego Representative
- Mona Rios, South Bay Representative
- Bob McClellan, East County Representative

Los Angeles – San Diego Rail Corridor Agency (LOSSAN)

- Lorie Bragg, Committee Representative: 12 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Harry Mathis, Alternate: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Public Security Committee

- Harry Mathis, Committee Representative: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Myrtle Cole, Committee Representative: 11 to 0 in favor, with Ms. Cole abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Jim Cunningham, Committee Representative: 12 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent (note: Jim Cunningham's alternate, John Mullin, attended this meeting).
- John Minto, Committee Representative: 11 to 0 in favor, with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

- Guy McWhirter, Committee Representative: 11 to 0 in favor, with Mr. McWhirter abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Bill Sandke, Committee Representative: 11 to 0 in favor, with Mr. Sandke abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

SANDAG Board

- Harry Mathis, Advisory Representative: 11 to 0 in favor, with Mr. Mathis abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Mona Rios, Alternate: 11 to 0 in favor, with Ms. Rios abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

SANDAG Regional Planning Committee

- Mona Rios, Committee Representative: 11 to 0 in favor, with Ms. Rios abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Guy McWhirter, Alternate: 11 to 0 in favor, with Mr. McWhirter abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

Taxicab Advisory Committee

- Lorie Zapf, Chair: 11 to 0 in favor, with Ms. Zapf abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.
- Bob McClellan, Alternate: 11 to 0 in favor, with Mr. McClellan abstaining, and Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

3. Public Comments

Gretchen Newsom – Ms. Newsom spoke on behalf of IBEW Local 569. She stated that she spoke to the Board last month regarding their public safety concerns about the installation of the new bus shelters. Ms. Newsom said that a letter with specific details about their concerns was provided to MTS and a follow up meeting was requested. She said that a meeting was not scheduled and the Director of Marketing sent a response letter instead. Ms. Newsom asked for the inspection reports and documentation be shared with their office and the general public to ensure public safety, accountability and transparency.

Kristen Victor – Ms. Victor spoke on behalf of the community group, Beautiful Pacific Beach (PB), to ask again about the PB Farmers Market. She said that about five months ago, they came to the Board meeting with a signed petition to shift the PB Farmers Market to Garnet Avenue. She noted that since that time another pedestrian has been killed on Garnet Avenue. Ms. Victor stated that Garnet Avenue has been reported as one of the most dangerous streets in San Diego. She said that the community and businesses have come together and signed the petition previously presented to the Board to request for the buses to be diverted two blocks away during the time of the PB Farmers Market which only takes place once a week, on Tuesdays, from 2:00pm – 7:00pm. Ms. Victor said she does not know why this has not been made possible and urged the Board Members to consider their request again.

CHAIRMAN – SPECIAL PRESENTATION

Chairman Mathis presented a distinguished service award to MTS bus driver, Robert Dempsey, recognizing his extraordinary action on December 5, 2016, to protect the life of another citizen. Mr. Dempsey witnessed a car accident and stopped to help the citizen involved in the accident.

He was able to pull the citizen out of the car before the car caught on fire. Chairman Mathis presented Mr. Dempsey with a plaque for distinguished service.

CONSENT ITEMS

6. Solar Powered Rail Lubricators - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. L1342.0-17 with Zemarc Corporation for the provision of up to 16 solar powered rail lubricator kits.
7. Proposed Revisions to San Diego Metropolitan Transit System (MTS) Board Policy No. 44, "Travel Expense Policy"
Action would approve the proposed revisions to MTS Board Policy No. 44, "Travel Expense Policy".
8. Siemens Industry, Inc. (Siemens) Traction Power Substations (TPSS) Procurement: Release for Exercising TPSS Option Notice - Up to an Additional 17 TPSS
Action would authorize the Chief Executive Officer (CEO) to issue a Release for Exercising TPSS Options Notice to Siemens for the purchase of up to 17 TPSS.
9. MTS Sale of 2014 Ford E450 Starcraft Paratransit Bus to First Transit Inc.
Action would authorize the negotiated sale of MTS Vehicle No. 3936 (2014 Ford E450 Starcraft, VIN #1FDFE4FS7EDB17985) to First Transit, Inc.
10. Green Line Train to Wayside Communications (TWC) System Upgrade - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. PWL214.0-17 with Global Signals Group, Inc. (GSG) for TWC system upgrade.
11. Courthouse Station - Purchase New Shelters - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. L1328.0-17 with Tolar Manufacturing Company, Inc. for the purchase of Courthouse Station Shelters.
12. Investment Report - November 2016
13. 2017 State and Federal Legislative Programs
Action would approve staff recommendations for 2017 federal and state legislative programs.
14. Fare Collection Concept of Operations - Contract Award
Action would: (1) Ratify the Chief Executive Officer's approval of a contract (MTS Doc. No. G1923.1-16) with CH2M for Support for Fare Collection System Design Decision Process in the amount of \$38,594.70; and (2) authorize the Chief Executive Officer (CEO) to extend the contract with CH2M (MTS Doc. No. G1923.1-16) for an additional \$252,596.00, consistent with draft Amendment No. 2.
15. San Diego Trolley, Inc. (SDTI) Internal Revenue Service-Required Pension Resolution
Action would adopt the Resolution No. 17-1 that would allow SDTI employees to make pension contributions on behalf of the Employer on a pre-tax basis.

Action on Recommended Consent Items

Mr. McWhirter moved to approve Consent Agenda Item Nos. 6 – 15. Ms. Rios seconded the motion, and the vote was 12 to 0 in favor with Mr. Alvarez, Ms. Bragg, and Mr. Minto absent.

CLOSED SESSION – PUBLIC COMMENTS

Michael Aguirre – Mr. Aguirre commented on behalf of the Public Transit Employee Association. He said that they were happy to have a tentative agreement in place. He noted that they look forward to continue working with management in the future and to address other issues related to the working environment, part time workers versus full time workers, and auxiliary supervisor status. Mr. Aguirre stated that they appreciated the work done by the mediator and look forward to working with management next year on an even better agreement. He urged the Board to approve the tentative agreement.

CHAIRMAN – SPECIAL COMMENT

Chairman Mathis briefly took the time to welcome the newly appointed Board Members – Councilmember Georgette Gomez, Primary Board Member representing the City of San Diego, and Councilmember Jennifer Mendoza, Alternate Member representing the City of Lemon Grove. Ms. Gomez introduced herself and also thanked everyone for the opportunity to serve on the MTS Board.

CLOSED SESSION

24. Closed Session Items

The Board convened to Closed Session at 9:30 a.m.

- a. CLOSED SESSION – CONFERENCE WITH LABOR NEGOTIATORS Pursuant to California Government Code Section 54957.6
Agencies: San Diego Transit Corporation (SDTC) and San Diego Trolley, Inc. (SDTI)
Employee Organization: Public Transit Employees Association (PTEA) (Representing SDTI Train Operators, Electromechanics, Servicepersons and Clerical Staff)
Employee Organization: International Brotherhood of Electrical Workers, Local 465 (Representing SDTC Mechanics and Servicers)
Employee Organization: International Brotherhood of Electrical Workers, Local 465 (Representing SDTI Flaggers)
Agency-Designated Representative: Jeff Stumbo

The Board reconvened to Open Session at 9:46 a.m.

Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

- a. The Board voted to ratify three separate tentative agreements, one with each of those agencies, on a vote of 12 in favor and 3 absent. The absent members were Mr. Alvarez, Ms. Bragg and Mr. Minto, and all others were in favor.

NOTICED PUBLIC HEARINGS

25. None.

DISCUSSION ITEMS:

30. San Diego Transit Corporation (SDTC) Pension Investment Status (Jeremy Miller, Representative from RVK and Larry Marinesi)

Larry Marinesi, Chief Financial Officer, introduced Jeremy Miller with RVK to provide the SDTC Pension Investment Status presentation. Mr. Miller prefaced the presentation by noting that the past year was a poor year for returns however the life of the plan has done well. He continued the presentation and discussed the plan's investment structure, investment details, fiscal year performance, and performance details.

Mr. Mullin inquired about the underperformance compared to the agency's peer plans. Mr. Miller replied that the best peer plan performed at 1.4%. He said that specific peer plan is also a much larger plan and did not do significantly better, 1.4% compared to -0.09%. Mr. Marinesi commented that once the plan was closed, staff made the decision to become much more conservative with their investment approaches.

Mr. Roberts inquired about the low performance results related to the Real Return Composite and the Absolute Return Composite. Mr. Miller replied that those items generally do well during inflationary periods, however the last several years we have seen inflation go down. He noted that they believe those numbers will start to improve, because inflation is beginning to rise in calendar year 2017.

Mr. Sandke inquired about the length of MTS's relationship with RVK. Mr. Marinesi replied that RVK has worked with MTS since approximately 1997. He noted that MTS did go through a negotiated procurement in 2015, and RVK received the highest technical scores and more favorable cost to the agency. Mr. Sandke asked how much RVK is paid each year for their services. Mr. Marinesi replied that RVK is paid about \$95,000 per year.

Action Taken

Informational item only. No action taken.

31. San Diego Transit Corporation (SDTC) Employee Retirement Plan's Actuarial Valuation as of July 1, 2016 (Anne Harper of Cheiron Inc. and Larry Marinesi)

Mr. Marinesi introduced Anne Harper and Alice Alsberghe with Cheiron Inc. to provide a report on the SDTC Employee Retirement Plan's Actuarial Valuation. Ms. Harper provided an overview of the actuarial experience study that was completed in April 2016. She noted that investment return assumption was decreased from 7.5% to 7.0%. Ms. Harper discussed the plan cost changes and the plan cost by source including UAL payments, normal costs and administrative expenses. Ms. Alsberghe continued the presentation and discussed the plan history related to contributions, funding and active membership. Ms. Harper reviewed the plan composition related to the plan head counts and liabilities. She also discussed the plan future and projections for going forward, including projected total contributions and projected funded ratio.

Mr. Mullin inquired about the 7.0% return and asked if that number should be lowered. Mr. Marinesi replied that over the course of the last ten years, that number has been lowered from 8.0% to 7.0%. The last time that number was lowered was in April 2016, when the Board approved moving the number from 7.5% to 7.0%. Mr. Marinesi noted that staff will continue to look at that number and report back to the Budget Development Committee and the Board.

Mr. Sandke inquired about the good takeaways from this report. Mr. Marinesi replied that there are fewer people in the plan, and the biggest takeaway is that because the Board closed the plan, we will be able to pay off debt over the next 20 years.

Action Taken

Mr. McClellan moved to receive the SDTC Employee Retirement Plan's actuarial valuation as of July 1, 2016, and adopt the pension contribution amount of \$15,087,407 for fiscal year 2018. Ms. Rios seconded the motion, and the vote was 12 to 0 in favor with Mr. Alvarez, Ms. Bragg and Mr. Minto absent.

32. Potential for MTS Sales Tax Ballot Measure (Karen Landers)

Karen Landers, General Counsel, provided a presentation regarding the potential for an MTS sales tax ballot measure. She stated that tax rules are set forth under the California Constitution. She noted that only local governments may impose a tax for municipal purposes. She reviewed MTS's enabling legislation and stated that MTS does not have express authority to issue its own sales tax measure; however, SANDAG is allowed to pursue a sales tax on behalf of MTS for transportation purposes. She reviewed SANDAG's enabling legislation which expresses its authority for issuing a sales tax measure. Ms. Landers said that current State law does not authorize an MTS-only sales tax measure. She said that an MTS-only sales tax measure would require a statutory amendment for either the MTS statute or the SANDAG statute. Ms. Landers reviewed the current staff recommendation to coordinate additional research with SANDAG and report back to the Board for further direction as a policy or legislative proposal is developed.

Ms. Salas asked for clarification that there are two options available including MTS amending its enabling legislation or SANDAG amending its enabling legislation. Ms. Landers confirmed that both options would require amendments to the enabling legislation. Ms. Salas stated that we would have to look closely at the public's interest in a transit-only measure. Ms. Salas agreed that looking into pursuing a sales tax measure on an ad-hoc level would be of benefit.

Ms. Gomez asked what it would take to explore the legislative requirements to move forward. Ms. Landers replied that more legal research would need to be done first and then crafting the language for exactly what we are looking for in the measure.

Mr. Roberts commented that SANDAG is currently undergoing an extensive review and analysis of Measure A. He stated that there is more work to do before we ask the legislature to move forward on a possible tax measure.

Ms. Rios stated that she would like to make a motion to create an Ad-Hoc Committee for further discussion. Ms. Gomez seconded that motion.

Mr. Roberts noted that the SANDAG Board Retreat will have an in depth analysis report about the results of Measure A. He recommended for that report to be presented at February's Board meeting before moving forward on creating an Ad-Hoc Committee. The report will give more insight and information regarding Measure A and help drive the next steps of this discussion.

Ms. Rios retracted her previous motion to wait until after the Board has received the report from SANDAG.

Action Taken

The Board agreed unanimously to hear the SANDAG report regarding Measure A during the February Board meeting before moving forward with any next steps.

REPORT ITEMS

46. Storm Water Briefing (Karen Landers & Mylene Noceda) (TAKEN OUT OF ORDER)

Ms. Landers provided a briefing regarding California Storm Water Regulation. She stated that MTS is in the process of becoming an MS4 Phase II permittee under the San Diego Regional Water Quality Control Board. This MS4 Phase II permit covers all MTS property including railroad right of way, MTS-owned transit stations, and Industrial General Permit (IGP)/No Exposure Certification (NEC) maintenance facilities. Ms. Landers reviewed the MS4 Phase II schedule and components. She reviewed the IGP requirements and ongoing compliance under the IGPs. Ms. Landers provided examples of recent IGP remediation projects that took place at Imperial Avenue Division and Kearny Mesa Division properties as well as the trolley yard. She reviewed the Phase II and IGP anticipated costs during the 6 year implementation plan as well as the Parsons Brinkerhoff MS4 Phase II expenses. Lastly, Ms. Landers discussed the storm water compliance program challenges and action plans.

Action Taken

Informational item only. No action taken.

45. MTS Security Update Report (Manny Guaderrama)

Manny Guaderrama, MTS Chief of Police, provided a security update report. He reviewed the components that make up the transit enforcement department which include Code Compliance Inspectors, contract security officers and the Joint Agency Task Force (JATF). Mr. Guaderrama discussed the new security contract which went into effect on July 1, 2016. He reviewed the results for Part I reported crimes related to trolley; Part I reported crime comparisons for the trolley compared to LA Metro; Part II crimes related to trolley; calls for service for bus; Part I crimes related to bus; Part II crimes related to bus; and assaults. Mr. Guaderrama discussed the JATF and the results from the task force for the first six months of 2016. He reviewed the results for fare inspections and citations; fare evasion rates for trolley; SDM inspections; and quality of life details for transient encampments.

Ms. Zapf commented that she enjoyed serving on the Public Security Committee in 2016 and said that Security has been doing a great job and appreciates all of their hard work.

Ms. Cole inquired if CCIs are uniformed officers. Mr. Guaderrama replied that CCIs are uniformed, but they are unarmed. She asked about the screening and hiring of contracted security officers. Mr. Guaderrama replied that about 50% of the contracted officers are armed and 50% are unarmed. He said that the contractor hires their officers and they have to go through different training programs. Ms. Cole asked if she could be provided a breakdown of the crimes per district. Ed Musgrove, Deputy Director of Transit Enforcement, replied that they do have that information and can provide it to the Board. Ms. Cole inquired if the officers complete diversity training. Mr. Guaderrama replied that the officers don't go through a specific diversity training course, however they do go through training that contains that component.

Action Taken

Informational item only. No action taken.

47. Operations Budget Status Report for November 2016 (Mike Thompson)

Mike Thompson, Director of Financial Planning and Analysis, provided a report on the operations budget status for November 2016. He reviewed total operating revenues; total operating expenses; total operating variance and ongoing concerns including sales tax subsidy revenue, State of California budget, passenger levels and energy prices.

Ms. Zapf inquired if the budgeted number related to passenger levels was a year-to-date estimate or a full fiscal year estimate. Mr. Thompson replied that the budgeted number related to passenger levels is a full fiscal year estimate.

Action Taken

Informational item only. No action taken.

60. Chairman's Report

There was no Chairman report.

61. Chief Executive Officer's Report

There was no Chief Executive Officer report.

62. Board Member Communications

There were no Board Member communications.

63. Additional Public Comments on Items Not on the Agenda

There were no additional public comments on items not on the agenda.

64. Next Meeting Date

The next regularly scheduled Board meeting is February 16, 2017.

65. Adjournment

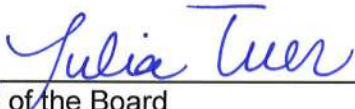
Chairman Mathis adjourned the meeting at 11:30 a.m.



Chairperson
San Diego Metropolitan Transit System

Filed by:

Approved as to form:



Clerk of the Board
San Diego Metropolitan Transit System



General Counsel
San Diego Metropolitan Transit System

Attachment: Roll Call Sheet

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): January 19, 2017

CALL TO ORDER (TIME): 9:10 a.m.

RECESS: _____

RECONVENE: _____

CLOSED SESSION: 9:30 a.m.

RECONVENE: 9:46 a.m.

PUBLIC HEARING: _____

RECONVENE: _____

ORDINANCES ADOPTED: _____

ADJOURN: 11:30 a.m.

BOARD MEMBER	(Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	<input type="checkbox"/> (Cate) <input type="checkbox"/>		
ARAMBULA	<input type="checkbox"/> (Mendoza) <input checked="" type="checkbox"/>	9:10 a.m.	11:30 a.m.
BRAGG	<input type="checkbox"/> (Spriggs) <input type="checkbox"/>		
COLE	<input checked="" type="checkbox"/> (Cate) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
CUNNINGHAM	<input type="checkbox"/> (Mullin) <input checked="" type="checkbox"/>	9:10 a.m.	11:30 a.m.
GOMEZ	<input checked="" type="checkbox"/> (Cate) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
MATHIS	<input checked="" type="checkbox"/>	9:10 a.m.	11:30 a.m.
MCCLELLAN	<input checked="" type="checkbox"/> (Goble) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
MCWHIRTER	<input checked="" type="checkbox"/> (Arapostathis) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
MINTO	<input type="checkbox"/> (McNelis) <input type="checkbox"/>		
RIOS	<input checked="" type="checkbox"/> (Sotelo-Solis) <input type="checkbox"/>	9:10 a.m.	11:00 a.m.
ROBERTS	<input checked="" type="checkbox"/> (Cox) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
SALAS	<input checked="" type="checkbox"/> (Diaz) <input type="checkbox"/>	9:10 a.m.	11:12 a.m.
SANDKE	<input checked="" type="checkbox"/> (Donovan) <input type="checkbox"/>	9:10 a.m.	11:30 a.m.
ZAPF	<input checked="" type="checkbox"/> (Cate) <input type="checkbox"/>	9:12 a.m.	11:30 a.m.

SIGNED BY THE CLERK OF THE BOARD: Julia Tuer

CONFIRMED BY THE GENERAL COUNSEL: [Signature]