



Citizens Watchdog Committee Compliance Report Subcommittee Meeting Agenda

Wednesday, May 11, 2011, 3 to 5 p.m.

1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Review the Program Compliance Reporting requirements and the CWC's role in reporting
- Provide recommendations to the CWC on Program Compliance Reporting
- Receive an overview of the Pass-through-Fund Agreements updates and draft proposed development schedule

- 3:00 – 3:05 p.m. **1. Welcome and Introductions**
- 3:05 – 3:35 p.m. **2. Review of Current Compliance Reporting Requirements** |
- [02 FY09-10 EOY Reporting Schedule 082610.pdf](#) – Page 1
- [02A Compliance Report Form with Requirements.pdf](#) – Page 5
- [02B Table 1 Attachment Form.pdf](#) – Page 23
- [02C Compliance Status Tracking Spreadsheet.pdf](#) – Page 31
- [02D Compliance Summary Report Excerpt.pdf](#) – Page 35
- 3:35 – 4:05 p.m. **3. Recommendations on Compliance Reporting** |
- [03 Memo Compliance Recommendations.pdf](#) – Page 43
- Please review the materials in Items 2 and 3 and be prepared to provide suggestions/input on how to improve the reporting.*
- 4:05 – 4:20 p.m. **4. Pass-through-Fund Agreements Overview** |
- [04 Sample LSR Agreement.pdf](#) – Page 47
- [04A Sample Mass Transit Agreement.pdf](#) – Page 59
- [04B Sample Paratransit Agreement.pdf](#) – Page 69
- [04C Proposed Agreement Update Timeline.pdf](#) – Page 99
- Please review the materials in Item 4 and be prepared to provide recommendations on the agreements that will affect the agreement updates.*

-
- | | | |
|------------------|--|--|
| 4:20 – 4:40 p.m. | 5. Pass-through-Fund Agreements Updates | |
| | 05 Memo Agreement Recommendations.pdf – Page 101 | |
| 4:40 – 5:00 p.m. | 6. Next Steps | |
| 5:00 p.m. | 7. Adjournment | |

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Next Meeting:

Date: TBD

Time: TBD

Location: Alameda CTC Offices, 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons

Tess Lengyel, Programs and Public Affairs Manager, (510) 208-7428, tlengyel@alamedactc.org

Patricia Reavey, Director of Finance, (510) 208-7422, preavey@alamedactc.org

Angie Ayers, Program Management Team, (510) 208-7450, aayers@alamedactc.org

Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.