



Fiduciary and Finance Subcommittee Meeting Agenda

Friday April 13, 2012, 1 to 4 p.m.

Meeting Outcomes:

- Discuss PAPCO's fiduciary responsibilities.
- Review summary program information from year-end reports and Program Plan applications.
- Review program-specific notes and identify issues and questions for programs.

1:00 – 1:05 p.m. Naomi Armenta	1. Welcome and Introductions	
1:05 – 1:35 p.m. Naomi Armenta	2. Review Background Information A. Fiduciary Responsibilities B. Balance Fund Reserves Guidelines	
1:35 – 2:20p.m. Naomi Armenta and Cathleen Sullivan	3. Review Summary Program Information A. Identify Questions <u>03 Summary of FY2010-2011 Year End Compliance Data.pdf</u> – Page 1 <u>03A Summary of FY2012-2013 Program Plan Applications.pdf</u> – Page 7 <u>03B Summary of FY2012-2013 Program Plan Revenues.pdf</u> – Page 13	
2:20 – 3:50 p.m. Naomi Armenta and Cathleen Sullivan	4. Review Program Specific Information A. Identify Questions	
3:50 – 4:00 p.m. Staff	5. Next Steps	

4:00 p.m. **6. Adjournment**

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

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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.