



**TECHNICAL ADVISORY COMMITTEE OF THE MSRC
ADMINISTRATIVE SUBCOMMITTEE AGENDA
Tuesday, September 26, 2023 at 3:30 p.m.**

A meeting of the MSRC-TAC Administrative Subcommittee will be held at 3:30 p.m. on Tuesday, September 26, 2023 through a hybrid format of in-person attendance in Conference Room CC3-5 at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and remote attendance via video conferencing and by telephone. Please follow instructions below to attend the meeting remotely.

TELECONFERENCE LOCATION

Los Angeles County MTA
One Gateway Plaza
Planning Conference Room, 23rd Floor
Los Angeles, CA 90012

Please refer to the MSRC’s website, www.cleantransportationfunding.org, for information regarding the format of the meeting, updates if the meeting format is changed to full remote via webcast format, and details on how to participate.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop

<https://scaqmd.zoom.us/j/93659491548>

Zoom Webinar ID: 936 594 91548 (applies to all)

Teleconference Dial In

+1 669 900 6833

One Tap Mobile

+16699006833,,93659491548#

Audience will be allowed to provide public comment through telephone or Zoom connection during public comment periods

PUBLIC COMMENT WILL STILL BE TAKEN

Subcommittee Members

Jenny Chan, representing Riverside County Transportation Commission
Kelly Lynn, representing San Bernardino County Transportation Authority
Steven Lee, representing Los Angeles Metropolitan Transportation Authority
Jason Farin, representing Riverside County Board of Supervisors

*Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't Code Section 548543(a)). If you wish to comment on an agenda item or during the public comment period, please "raise your hand" on Zoom or dial *9 on your phone. All agendas for regular meetings are posted at District Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.*

CALL TO ORDER

- Roll Call

ACTION CALENDAR

1. Closed Session
It is necessary to recess to closed session pursuant to Government Code Section 54957(b)(1) and (b)(4):

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Technical Advisor

No written materials.

2. Consider Option to Extend the Technical Advisor’s Contract for Another Two-Year Term or Initiate Request for Proposals **Ravenstein**

The current contract for MSRC Technical Services with Raymond Gorski was executed in March 2022 and currently expires December 31, 2023. It contains a provision to extend the term for an additional two years to perform services from January 1, 2024 through December 31, 2025, for an amount not to exceed \$385,700. This item is to consider exercising this option or initiating a Request for Proposals for MSRC Technical Advisor Services. *No written materials.*

OTHER BUSINESS

3. **Any member of the Subcommittee, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Gov’t Code Section 54954.2)* **Ravenstein**

PUBLIC COMMENT PERIOD - (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3)

At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Subcommittee’s authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

ADJOURNMENT

Americans with Disabilities Act and Language Accessibility

Disability and language-related accommodations can be requested to allow participation in the Administrative Subcommittee Meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the District. Please contact Ms. Maria Allen at (909) 396-2714 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to mallen@aqmd.gov.

Pursuant to SB 343

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Subcommittee after the Agenda is posted, are available by contacting Maria Allen at (909) 396-2714 or send the request to mallen@aqmd.gov.

Contacts: Cynthia Ravenstein, MSRC Contracts Administrator – (909) 396-3269
 Maria Allen, MSRC Administrative Liaison – (909) 396-2714

*** Visit Our Website At: www.cleantransportationfunding.org ***

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

A countdown timer may be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the “**Raise Hand**” button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the “**Raise Hand**” button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.