



CEAC Board of Directors

Friday, September 22, 2017 | 3:00pm

Contra Costa County

255 Glacier Drive, Conference Room A

Martinez, CA 94553



-
- 3:00pm
1. **Call to Order** (Presleigh)
 2. **Approval of Minutes, August 31, 2017** (Porter)- **Attachment One – Action Item**
 3. **Correspondence** (Presleigh)
 4. **CLODS Report** (CLODS)
 5. **NACE Report** (McGolpin)
 6. **CSAC Report** (CSAC Staff)
 7. **Regional Directors Reports**
 8. **Treasurers Report** (Crump)
 9. **Committee Reports**
 - a) Flood Control and Water Resources
 - b) Resource Recovery and Waste Management
 - c) Surveyor
 - d) Land Use
 - e) Transportation
 - f) Oversight and Special Tasks
 10. **Other Committee Reports**
 - a) Fellowship
 - b) Scholarship (DeLeon)
 - c) Outside Committees (HBP, CUCCAC, CCSFCC, SHSP, TRCC, CTCDC, FLAP, TDAWG, ATP-TAC)
 11. **Life Membership**
 12. **Unfinished Business**
 - a)
 13. **New Business**
 - a) Utilizing California Transportation Foundations' (CTF) 501c (3) for CEAC Scholarship Fund (Crump) – **Attachment Two**
 - b) CEAC Newsletter redesign (DeChellis) - **Discussion/Action Item**
 14. **Scheduled Conferences**
 - a) NACE Western Region Conference, Laughlin, Nov. 15-17, 2017
 - b) CSAC 123rd Annual Meeting, Sacramento, Nov. 28-December 1, 2017

CEAC Board of Directors

Friday, September 22, 2017 | 3:00pm

c) CEAC Spring Conference, Monterey, March 28-30, 2018

15. CEAC Board of Directors Meeting Schedule

- a) December 1, 2017, 11:00am (CSAC Annual Meeting)
- b) March 30, 2018 (CEAC Spring Conference)
- c) TBD (CEAC Policy Conference)

Adjourn

Meeting Roster

Officer	Office	County
John Presleigh	President	Santa Cruz
Jeff Pratt	Vice President	Ventura
Jim Porter	Secretary	San Mateo
Matt Machado	Past President	Stanislaus
Mike Crump	Treasurer	Butte
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (Retired)
Doug Wilson	Parliamentarian	Tulare (Retired)
Patrick DeChellis	Newsletter Editor	Los Angeles (Retired)
Scott McGolpin	NACE Representative	Santa Barbara
Dave Gravenkamp	Historian	Siskiyou County (Retired)
Regional Directors	Region	County
Matt Tuggle	Bay Area	Solano
Scott DeLeon	Northern California	Lake
Panos Kokkas	Sacramento Mother Lode	Yolo
Kevin McAlister	San Joaquin Valley	Kings
Tom Fayram	Central Coast	Santa Barbara
Patty Romo	Southern California	Riverside
Committee Chairs	Committee	County
Pat Proano	Transportation	Los Angeles
Pattie McNamee	Fellowship	Contra Costa (Retired)
Tom Fayram	Flood Control/Water Resources	Santa Barbara
Bob Bronkall	Land Use	Humboldt
Panos Kokkas	Oversight	Yolo
Scott DeLeon	Scholarship	Lake
Mark Schleich	Resource Recovery & Waste Mgmt.	Santa Barbara
Warren Smith	Survey	San Joaquin
CSAC/CEAC Staff	Title	Agency/County
DeAnn Baker	Deputy Executive Director of Legislative Affairs	CSAC
Kiana Valentine	Senior Legislative Representative	CSAC
Cara Martinson	Senior Legislative Representative	CSAC
Chris Lee	Senior Legislative Analyst	CSAC
Nick Cronenwett	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC

ATTACHMENTS

Attachment One.....August 31, 2017 Board of Directors Meeting Minutes

Attachment Two.....CTF Scholarship Program Policy

Attachment One

August 31, 2017 Board of Directors Meeting Minutes

CEAC BOARD OF DIRECTORS MEETING

CEAC 12th Annual Policy Conference
CSAC Peterson Conference Room
1100 K Street, 1st Floor, Sacramento, CA 95814
August 31, 2017

Draft Minutes

1. Call to Order – (Presleigh) Meeting called to order at 12:17 PM Have a quorum
2. Approval of Minutes (Porter) - Minutes from March 24, 2017 – Motion to approve – Machado, 2nd Sadjadi. Approved
3. Correspondence (Presleigh) - None
4. CLODS Report (CLODS) – The CLODS received their invitation to Spring Conference. Sadjadi presented the CLODS Report and passed on that the CLODS thank CEAC for its support. The CLODS assembled on Wednesday, August 30th for the annual business meeting and developed the slate of officers for 2017-18 to be presented to the CEAC membership for vote at the Fall Conference in Sacramento. The CLODS are also preparing the menu and program for the CLODS BBQ at the Fall Conference. Sadjadi also stated that we have two new named birds. Pat DeChellis is “Macaw” and Mike Crump is “Bower Bird.” There was also a reminder that Regional Directors should solicit nominations for Engineer and Surveyor of the Year awards. Finally, Sadjadi asked that the Officers Manual be printed and distributed to all that are required to attend the BOD meetings: officers, regional directors, and committee chairs.
5. NACE Report (McGolpin) – Laughlin Conference is scheduled on November 15-17, 2017. NACE has asked if California would host the national conference in 2021. CEAC would still need to prepare a proposal. Crump moved and DeChellis seconded a motion to direct McGolpin and Gerety to reach out to NACE to further explore the idea. Approved
6. CSAC Report (CSAC Staff) – Updates were provided on SB 1, AB 1250, and affordable housing issues. New CSAC staff member Nick Cronenwett was introduced. Next year’s CEAC Policy Conference is scheduled for September 12-13, 2018 in Sacramento.
7. Regional Director Reports

San Joaquin - Their last meeting was in July in Madera County. High Speed Rail construction is ongoing in Central Valley. Next meeting in San Joaquin County
Central Coast – Met in May in Santa Maria and had a drone demonstration. Fall meeting scheduled for October 6. Dave Flynn will be new Regional Director next year
Northern California Region – No report

Sacramento – No report

Southern California – Had a presentation on surveying flood control channels using drones. SB 1 funding was also discussed.

Bay Area – March Regional meeting held but not well attended due to storm events in the Bay Area. Storm damage recovery will be a topic of future meetings

8. Treasurers Report (Crump) – The budget is on track and balanced.

9. Committee Reports

- a. Flood Control and Water Resources – Discussed the need for a new stormwater funding source to pay for increasingly restrictive permit requirements. Pratt brought up DWR Needs Study prepared several years ago that did not include stormwater funding needs for locals. Committee will focus now on educating the public on stormwater infrastructure and the need to preserve it.
- b. Resource Recovery and Waste Management – No update
- c. Surveyor – No update
- d. Land Use – No update
- e. Transportation – SB 1 discussion dominated the meeting. Vision Zero Initiative was discussed. Also, Pavement Research Center proposal was discussed. Setting CEAC priorities for the year: three new legislative policies/priorities discussed and submitted to Board for approval - SB 1, CSAC Policy on Autonomous Vehicles, and City/County Pavement Improvement Center. Two ongoing items remain. Machado moved to approve transportation legislative policies/priorities, Pratt seconded. Motion approved. Need new SoCal primary representative on MUTCD committee.
- f. Oversight and Special Tasks – Discussion on SB 1 Reporting with CTC representatives. PPT to be posted on CEAC's website. Also, reminder to use social media to publicize the use of the SB 1 funds. Finally, send ideas to change the format of CEAC Newsletter and any items of interest (including pictures) to be included in the Newsletter to Newsletter Editor DeChellis.

10. Other Reports

- a. Fellowship - Wednesday night's social event went well. Discussion ensued regarding sponsors attendance at the social events. The consensus of Board was to leave current practice in place for Fall Conference. The Committee will explore changes to current practice for future conferences. With regard to the upcoming Fall Conference, the hotel will provide servers for receptions.
- b. Scholarship - Two winners checks for scholarships have been sent out. One winner (LA County) has not yet come forward.
- c. Outside Committees – SHSP and Bridge committees met. No reports.

11. Life Membership – Julie Bueren – Motion, Crump, 2nd Machado – Approved. Susan Klassen – Motion, Sadjadi, second Presleigh – Approved. Rick Marshall – Motion, Wilson, 2nd DeChellis - Approved

12. Unfinished Business - None

13. New Business/Other Items –

- a. Treasurer Crump was asked to investigate if CEAC could work with Sarah West, Executive Director, CTF to see if CEAC could use her foundation's tax exempt status for CEAC's Scholarship donations so that we would not need to consider changing our tax status from a 501(3)6 to 501(c)3. The main benefit of partnership would be CTF helping with fiscal administration and the ability for contributions to be tax-deductible without the work of setting up our own 501(c)3).
- b. PWSS – Fund balance for event is about \$16,000 and growing. Discussion ensued regarding whether CEAC's \$2,500 annual contribution was necessary every year. Consensus was to maintain status quo, including \$2,500 annual contribution.
- c. City and County Pavement Improvement Center – Valentine provided overview of concept and funding options. Discussion ensued regarding the value of the program to CEAC membership and what CEAC's involvement should be. It was proposed that CEAC create a subcommittee composed of members of the Transportation Committee to work on a scope or work for CEAC's involvement with the Pavement Improvement Center and the expected benefit to our membership, for Board consideration. Motion: Wilson – President to appoint members for a steering committee to refine the Pavement Improvement Center's proposal to CEAC. 2nd Machado. Approved.
- d. CEAC Program Manager reclassification to CEAC Program Director and increase CSAC/CEAC services contract amount by \$10,542. Wilson clarified that CEAC can support the reclassification but CSAC has authority over staffing. CEAC's authority is limited to approving the contract amendment for funding. Motion: Machado – implement a contract amendment to compensate CSAC for additional funds. 2nd Presleigh. Approved.

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15. CEAC Board of Directors Meeting Schedule

- a) September 22, 2017 at Contra Costa County DPW Offices, Martinez, CA at 3 PM
- b) December 1, 2017, 11:00 AM (CSAC Annual Conference)
- c) March 28-30, 2018 (CEAC Spring Conference)

Adjourned – Presleigh

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Cara Martinson	Senior Legislative Representative	CSAC
Chris Lee	Senior Legislative Analyst	CSAC
Nick Cronenwett	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC
Other	Title	Agency/County
Dave Fleisch	Deputy Director	Ventura

(Shaded names were absent)

Attachment Three

CTF Scholarship Program Policy



SCHOLARSHIP PROGRAM POLICY

The California Transportation Foundation's (CTF) Scholarship Fund program was established to support interest in transportation related fields and efforts to increase the pool of qualified talent for transportation organizations in California. Through its Scholarship Program, CTF encourages the creation of transportation related scholarships which assist transportation students, current transportation employees or unpaid interns, and children of transportation employees. Those eligible for scholarships are students in undergraduate, graduate or trade school programs that apply to employment in transportation. In those cases where non-transportation related studies are involved, CTF may financially manage a scholarship program but will not contribute funds to the grant awarded. Students must be U.S. citizens, permanent residents or documented international students. CTF retains the right to approve or reject all scholarship establishment applications.

CTF supports three categories of scholarship programs:

(1) Endowed Scholarships, (2) Partnered Scholarships, and (3) Foundation Scholarships. On an annual basis, each Scholarship program is evaluated to determine whether it meets the Scholarship Program Standards. The minimum scholarship grant is \$750.

General Scholarship Standards

All CTF Scholarship programs must:

1. Adhere to an open, competitive selection process, which, at a minimum, requires:
 - a. That no member of the selection committee be the parent, grandparent, child sibling, aunt, uncle, or other lineal descendant or antecedent (either biological or adoptive) of any current scholarship applicant; and
 - b. That no member of the selection committee be a person under the economic control of a parent, grandparent, child sibling, aunt, uncle, or other lineal descendant or antecedent (either biological or adoptive) of any current scholarship applicant. An individual is under the economic control of a person if that person is such individual's direct or indirect superior or if there is otherwise a significant economic relationship, either employment related or not.

2. Be administered as described in an approved program establishment request form which contains the following information:

a. Scholarship Name.

b. Contact Person/Program Coordinator. The name, address, phone number and e-mail address of the designated contact person.

c. Awards. A statement setting forth the number and value of the scholarship awards. If actual data are not available, the statement should indicate that it is a best estimate. The statement must indicate whether the scholarship is an annual scholarship or a one time grant.

d. Eligibility Criteria. A statement setting forth the scholarship eligibility criteria. The eligibility criteria must include the school or professional designation of qualified recipients (i.e. high school seniors, organization interns, etc.), the discipline being supported and the academic standards that are a prerequisite to scholarship consideration.

e. Selection Process. A statement describing who will select the scholarship recipients and how they will do so. The statement should set forth the criteria that will be considered and the relative weight given to such criteria.

f. Presentation. A statement regarding when, where and how scholarship awards will be given. This statement should include information regarding the appropriate payee (i.e. "The award recipient's undergraduate institution.")

g. Funding. Please provide evidence of scholarship funding availability including plans for fund

Endowed Scholarships

Any person, corporate entity or government unit may seek to establish an Endowed Scholarship by submitting a scholarship program request form. Additionally, the requesting party must within three years deposit a minimum of \$15,000, an amount considered adequate to produce annual income of \$750, the minimum CTF Scholarship Grant. The requesting party must agree to either deposit additional funds, reduce the scholarship amount to not less than \$750, or not award the scholarship if annual income is not adequate to fully fund the scholarship(s) in a particular year. During the time that fundraising is ongoing, and before the Board has passed a resolution establishing the Endowed Scholarship, the term "Endowed Scholarship" may be used for fundraising purposes and the funds may be invested as an Endowed Scholarship so as to generate income. When the requesting party has deposited at least \$15,000, and the General Scholarship Standards have been met, the CTF Board will consider a resolution officially establishing the Endowed Scholarship.

Partnered Scholarships

Any corporate entity or government unit or agency may seek to establish a CTF Partnered Scholarship by submitting a scholarship program request form. If Caltrans related, all scholarship program requests must be authorized by signature of a Division Chief or Deputy District Director. In case of other organizations, an equal level manager must authorize and sign. Upon establishment of a Partnered Scholarship, CTF may commit to provide additional scholarship funds for each program as set forth in its Partnered Scholarship acceptance letter.

Foundation Scholarships

CTF may determine at any point to grant scholarships out of its undesignated funds. CTF will establish the award amount, eligibility criteria and selection criteria that at least meet CTF general scholarship standards for any scholarships it may determine to grant.

Mail or email the completed request to: California Transportation Foundation 581 La Sierra Dr. Sacramento, California 95864 Email: sarah_west@transportationfoundation.org

The Executive Director is authorized to approve all requests that renew prior year scholarship programs but shall submit all new and revised Scholarship Program Requests to the Board for approval or disapproval. The requestor will be advised in writing when CTF has acted on his or her request.

Amended by the Board on December 19, 2014.