

Date: February 20, 2008

Committee Meeting Date: March 12, 2008

Board Meeting Date: N/A

**BOARD MEMORANDUM**

**DISCUSSION ITEM**

**TO:** Committee for Transit Accessibility  
Santa Clara Valley Transportation Authority  
Board of Directors

**THROUGH:** Michael T. Burns  
General Manager

**FROM:** Donald A. Smith, Jr.  
Chief Operating Officer

**SUBJECT:** Workplan Update

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**FOR DISCUSSION ONLY**

**BACKGROUND:**

At its meeting of September 12, 2007, the CTA requested that the workplan be a standing item on the agenda. In addition to the updates shown below, the workplan was also revised to show completed items.

**DISCUSSION:**

The following items have been added:

1. Orientation/Workshop
2. Disaster Preparedness
3. Easter Seals Project ACTION Status Report on the Current Use of Wheelchairs and Other Mobility Devices on Public and Private Transportation

Standing Items:

1. Monthly Ridership Report
2. Organizational and Financial Assessment
3. Mobility Options Program

The following items have been updated and/or moved to Completed Items:

1. Change CTA Bylaws so that they are the same as the Policy Advisory Committee's Bylaws regarding quorum and voting requirements.
  - a. The item was discussed at the February 13, 2008 meeting and will be discussed again at the March 12, 2008 to clarify what CTA action is needed.
  
2. Nominating Committee
  - a. CTA Officers for 2008 were elected at the February 13, 2008 meeting as follows:  
Aaron Morrow, Chair  
David Julian, First Vice Chair  
Emma Eljas, Second Vice Chair

Prepared by: Camille C. Williams