From:	Tremblay, Martha
To:	Wang, Guangyu@Waterboards
Cc:	Munakata, Naoko
Subject:	LACSD Comments on Draft MOU Santa Monica Bay Restoration Commission
Date:	Thursday, November 7, 2019 2:48:52 PM
Attachments:	DMS-#5371356-v1-Proposed_SMBRC_MOU_Amendment_10_14_2019_LACSD_comments.DOCX image001.png

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Hi Guangyu,

Thank you for the opportunity to comment. The following relates to comments based on page numbering in the October 14, 2019 Staff Draft proposed amendments document (attached). The attached document, contains additional comments in edit mode.

Page 6, Governing Board Member Terms. This section does not clearly state that Vice-chairs are nominated and elected to serve in the Executive Committee. Are there other duties for Vice-chairs? Should there be a description of what the role involves?

Page 7, Executive Committee. Revise the paragraph as follows:

"The Executive Committee consists of nine members (Chair and Vice-Chairs) and is a subset of members of the Governing Board. The Executive Committee is one of the key decision-making authorities of the Commission. ~~charged with overseeing the work activities of the Commission such as regular communication with staff of the Commission and developing agendas for the Commission's regular Governing Board meetings~~."

Based on other sections, it is clear that the Executive Committee does much more than develop agendas and communicate with Commission staff.

Page 8, Executive Committee Roles and Functions. The Executive Committee has a very important role yet it is not clear to me how activities are communicated to the Commission. Meeting minutes are not available until after some time so it is not possible for me to see them prior to attending a Commission meeting. I appreciated that during the last meeting, Charlie Caspary, provided a more detailed overview of what happened at the last Executive Committee Meeting and it would be good if this continues. Since the Executive Committee is a key decision making authority, it would be helpful if all Commission Board members get copies of the Executive Committee's agendas and meeting minutes or provide detailed report of their activities.

Page 10, TAC Roles and Responsibilities . TAC develops and adopts the State of the Bay every 5 years on their own? Who reviews the report? What is the process? Since I have been attending meetings, I have not seen a technical document or seen information on what will be included in the report. How does the Commission provide input on the State of the Bay report?

Page 10, TAC Meetings. Meeting at least once a year may not be sufficient to fulfill roles and responsibilities, especially for completing the State of the Bay report.

Page 10, TAC Quorum. It appears that there is currently no requirement for a quorum for the TAC,

since the TAC is not a decision making body, yet the TAC is adopting the State of the Bay report every 5 years. How does that process work then? I suggest there should be a quorum requirement to ensure the work is supported and approved by a majority.

Page 12, Meetings and Participation. There should be a minimum of two public workshops to solicit public input from Santa Monica Bay Stakeholders group. Also, I suggest you add the following sentence at the end of this section; "Structured interactive opportunities between the Stakeholders and the TAC, and between the Stakeholders and the Governing Board will be created to encourage coordination between groups in order to improve information sharing and transparency." See attached comments for additional info.

Page 13, The Santa Monica Bay NEP Host Entity. Revise the following item as shown:

3. Receive and manage the annual federal CWA Section 320 NEP Grant~~.~~, and produce a report annually for the Commission on how funds were spent.

Thanks,

Martha Tremblay

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