

Transportation Cooperative Committee Meeting

September 22, 2022

9:00 am – 12:00 pm / Online

Agenda Item #1.5

Discussion Groups: TCC Purpose and Value & TCC Bylaws

Bylaws Draft: Located on the [TCC Website](#) and sent in meeting invite

Group Prompt

Small group break-out rooms: 3

Participants per small group: 5-10 (based on total attendee number)

Discussion Time 1 hr 25 min total

Instructions Prior to Break-out Groups: 5 minutes

Small Group Discussion: 20 min TCC Purpose & Value / 20 min Bylaws

Large Group Debrief: 20 minutes (~5 minutes for each small group lead)

Closing: ~ 10 minutes

Report: Assign a spokesperson within the small group to report out any proposed changes to the Bylaws and the TCC meeting purpose and value. The reporting time is limited to ~5 minutes.

Discussion Topics

1. Purpose and Value of TCC Meetings

a. Determine purpose and focus of TCC meetings:

Are the meetings to focus on Caltrans updates or project delivery issues, etc.?

b. Provide comments to large group

2. TCC Bylaws Updates

a. Review in small groups the proposed TCC Bylaws (Sept 2022) in-depth

b. Review each section of the Charter/Bylaws: purpose, procedures, committee membership and member responsibilities

c. Provide comments to larger group

Next Steps: DLA will consider additional suggestions to TCC Bylaws up to 3 weeks after September 22nd meeting. The final Bylaws will be adopted at the next TCC meeting: November 17, 2022.

Co-Lead: Felicia Haslem, Division of Local Assistance Project Implementation
felicia.haslem@dot.ca.gov

Co-Lead: David Giongco, City of Yuba City
dgiongco@yubacity.net

Co-Lead: Najee Zarif, County of San Juan
nzarif@sjgov.org

Contact: Caltrans.DLA@dot.ca.gov