



## BOARD OF DIRECTORS

April 2016

Cindy Chavez, Chairperson  
Jeannie Bruins, Vice Chairperson

### **GROUP 1 (San Jose)**

City of San José

Magdalena Carrasco  
Rose Herrera  
Johnny Khamis  
Sam Liccardo\*  
Manh Nguyen  
Raul Peralez, Alternate

### **GROUP 2 (North West)**

City of Los Altos  
Town of Los Altos Hills  
City of Mountain View  
City of Palo Alto

Jeannie Bruins  
  
John McAlister, Alternate

### **GROUP 3 (West Valley)**

City of Campbell  
City of Cupertino  
Town of Los Gatos  
City of Monte Sereno  
City of Saratoga

Jason Baker\*  
  
Howard Miller, Alternate

### **GROUP 4 (South County)**

City of Gilroy  
City of Morgan Hill

Perry Woodward  
Larry Carr, Alternate

### **GROUP 5 (North East)**

City of Santa Clara  
City of Sunnyvale  
City of Milpitas

Teresa O'Neill  
Glenn Hendricks  
Jose Esteves, Alternate

### **GROUP 6 (Santa Clara County)**

County of Santa Clara

Cindy Chavez  
Ken Yeager  
Dave Cortese,\* Alternate

### **Ex-Officio\*\***

Metropolitan Transportation Commission (MTC) Commissioners representing Santa Clara County, Cities of Santa Clara County, and City of San Jose

None

*\*These individuals also serve on the MTC.*

*\*\* There are no Ex-Officio Board Members for 2016 as the MTC representatives from Santa Clara County, Cities of Santa Clara County and City of San Jose are also VTA Board Members or Alternate VTA Board Members.*

The Board of Directors generally meets on the first Thursday of the month at 5:30 PM in the Board Chambers, 70 West Hedding Street, San José, California. The meeting schedule can be found on [www.vta.org](http://www.vta.org).

Please address all correspondence to:

Office of the Board Secretary  
Santa Clara Valley Transportation Authority  
3331 North First Street, Bldg. B-1  
San José, CA 95134-1927  
Telephone: 408.321.5680  
E-Mail: [board.secretary@vta.org](mailto:board.secretary@vta.org).

## **VTA BOARD OF DIRECTORS OVERVIEW**

The VTA Board of Directors sets VTA policy. The Board has 12 voting members and 6 alternates, all of whom are elected governing board members appointed to serve on our Board by the jurisdictions they represent. Fifteen Directors are city council members and three are County Supervisors. In addition, Metropolitan Transportation Commissioners who reside in Santa Clara County and who are not members or alternates of the Board are invited to serve as Ex Officio members. The Board of Directors meets once a month, except in July.

Approval by the Board of Directors is required for the following:

- Entering into service agreements worth more than \$500,000 per year for a maximum term of seven years.
- Executing purchase orders for non-routine goods, supplies and equipment with a value over \$500,000.
- Amending the VTA Administrative Code or Board Rules of Procedure.
- Supporting or opposing a piece of state or federal legislation.
- Adopting resolutions and ordinances.
- Adopting the annual VTA budget.
- Approving collective bargaining agreements.
- Recommending major capital improvement projects to the appropriate regional, state and federal funding authorities.

The Board of Directors may also authorize the General Manager to act on its behalf.

Given the range and complexity of the policy issues they deal with, the VTA Board of Directors has established a set of committees to advise it on policy matters and to provide an in-depth review of individual issues before the Board of Directors takes final action. These committees are described on the following pages.



The Board of Directors has established five Board Standing Committees and meets as scheduled to review proposed policies. Committee recommendations are forwarded to the full Board of Directors for final approval.

**The five (5) Standing Committees are:**

***Administration & Finance (A&F)***

Reviews and recommends to the Board policy decisions pertaining to the general administration and financial management of VTA. Areas of responsibilities include but are not limited to: administrative affairs, legislative affairs; Human Resources; Budget & Finance; Purchasing; and Information Technology.

***Congestion Management Program & Planning (CMPP)***

Reviews and recommends to the Board policy decisions pertaining to the congestion management program and the development of the countywide transportation plan for Santa Clara County. Areas of responsibilities include but are not limited to: Congestion Management Agency duties; comprehensive countywide multi-modal transportation plan for Santa Clara County; grants; and transportation and air quality planning.

***Governance and Audit***

Reviews and recommends to the Board policy decisions pertaining to Board and organizational goal setting and prioritization. Oversees the activities of the VTA Auditor General function and recommends to the Board policy decisions required to fulfill the Board's oversight responsibilities. Areas of responsibilities include but are not limited to: internal audits; risk assessments; Board and Board-direct report performance evaluation; strategic initiative framework development, budget development, and Board and committee processes.

***SVRT Program Working Committee (SVRT PWC)***

Reviews and recommends to the Board policy decisions pertaining to the activities and imminent issues of the Silicon Valley Rapid Transit (BART to Silicon Valley) Program. Areas of responsibilities include but are not limited to: project monitoring; project scoping; and project community outreach.

***Transit Planning & Operations (TP&O)***

Reviews and recommends to the Board policy decisions pertaining to transit planning, transit capital projects and transit operations and marketing. Areas of responsibilities include but are not limited to: performance objectives for transit services; bus and light rail operations and service planning; paratransit; operations monitoring; marketing; and transit capital improvement program.

Advisory Committees serve in an advisory capacity to the Board. The Committees provide input, expertise and perspective in their assigned areas of responsibility. Advisory committees serve at the pleasure of Board and have no independent duties or authority to take actions that bind VTA. They do not review all items going to Board, just those within their defined area of responsibility.

**The five (5) Advisory Committees are:**

***Bicycle & Pedestrian Advisory Committee (BPAC)***

Provides expertise and guidance to the VTA Board on promoting and enhancing non-motorized transportation opportunities throughout the county and to serve as a liaison between VTA and the Member Agency bicycle and pedestrian advisory committees.

***Committee for Transit Accessibility (CTA)***

Provides guidance and perspective to the Board of Directors on VTA transit and transportation accessibility matters to help ensure complete access to all users in Santa Clara County.

***Citizens Advisory Committee (CAC)***

Provides a communication channel for transportation stakeholders and residents of the county by providing input, analysis, perspective and timely recommendations prior to VTA Board of Directors action on transportation policy issues and initiatives.

CAC also serves in two other functions: (1) ballot-specified Citizens Watchdog Committee (CWC) for the 2000 Measure A Transit Improvement Program; and (2) the 2008 Measure D ballot-specified advisory body that reviews and comments on VTA's comprehensive transit program as part of the countywide transportation plan.

***Policy Advisory Committee (PAC)***

Represents the prioritized transportation policy views of the Member Agencies, individually and collectively, to the VTA Board. The PAC proposes approaches to transportation issues identified by the Board, VTA staff, and the PAC itself.

Consists of one governing board member with alternate from each of the 15 cities in the county and the County of Santa Clara.

***Technical Advisory Committee (TAC)***

Provides in-depth analysis, technical expertise and timely recommendations to the VTA Board regarding projects, programs, funding and other policy matters while giving voice to and reconciling local and regional perspectives.

Consists of one management-level staff member from each of the 15 cities and the county. In addition, the California Department of Transportation (Caltrans) and the Santa Clara Valley Water District each have one non-voting member to provide feedback directly to the committee.



PAB's are established to ensure that the local jurisdictions most affected by major transportation improvement projects are involved in guiding the planning, design and construction of these projects.

### **Summary**

All VTA board and committee meetings are open to the public and an opportunity for public comment is provided at every meeting. Agenda materials are available in advance from the Board Secretary's Office at 3331 North First Street, Building B or at [www.vta.org](http://www.vta.org).