

MONTHLY UPDATE OF DIRECTORS' REQUESTS AS OF APRIL 2013

Completed items are in shaded areas and shall be deleted after 2 months.						
	DATE	LEVEL	DIRECTORS REQUEST	DIRECTORS STAFF REQUEST	MTA STAFF RESPONSIBILITY	STATUS
1	May 26, 2011	Board Meeting	(Item 2) VILLARAIGOSA, DUBOIS, AND WILSON MOTION on the Interstate 405 Inter-County HOT Lane Corridor: Move that the Board: Direct the CEO to report on the progress of the OCTA EIR/EIS, provide an update on the traffic analysis, and amend the FY 2012 Budget to add \$500,000 from the "General Fund".		Wiggins	Completed By Board Box dated February 26, 2013.
2	September 14, 2011	Ad-Hoc Sustainability Committee	(Item 6) Renewable Energy Policy: Report back in 18 months regarding the feasibility of reaching the 33% goal and include private sector uses.		Murthy/Liban	Gave update by e-mail and will be reporting to the Board in April 2013.
3	December 15, 2011	Board Meeting	(Item 48) Antonovich Motion: B) Provide to the Board by December 2011 a plan to convert the schedule displays in our system stations to provide a countdown timer in lieu of the current arrival schedule, including timeline and cost to accomplish this goal.		Bybee	Complete - April 2012 Executive Management Committee Item 42
3	12/15/2011	Board Meeting	C) Provide to the Board by January 2012 a review of all signage at our MTA stations with recommendations on how to enhance system signage to help our customers use the system more effectively and make transfers easier.		Bybee	Complete - April 2012 Executive Management Committee Item 42
4	March 14, 2012	Planning Programming Committee	(Item 14) Antelope Valley Line Infrastructure Improvement Strategy project - Antonovich Motion: The CEO direct staff to present to the Board within 30 days the following: 1.) An assessment of how to implement a Metrolink station on the Antelope Valley Line at the Bob Hope Airport with recommended actions to accomplish this important multimodal connection 2.) A plan to advance segments of the Antelope Valley Line Corridor to preliminary engineering and environmental work 3.) a proposal to develop a comprehensive grade crossing and grade separation safety program for Metrolink-operated lines in Los Angeles County		Sepulveda	Completed by Board Box dated January 31, 2013.
4	March 14, 2012	Planning Programming Committee	4.) A proposal to increase the staffing levels of the Regional Rail group to manage regional rail capital improvement programs 5.) The next step in establishing a Regional Rail Bench of engineering consultants qualified in the engineering of commuter rail facilities 6.) An assessment of the potential for "tilt train" technology that might allow Metrolink to operate at faster speeds within the constrained Antelope Valley Line corridor		Sepulveda	Completed by Board Box dated January 31, 2013.

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4	3/14/2012	Planning Programming Committee	7.) A legislative action plan to acquire the "intercity rail" designation for the Antelope Valley Line north of the Downtown Burbank station to Lancaster 8.) An assessment of what would be necessary to provide rail service between the Antelope Valley and Bakersfield along current railroad right-of-way, whether it would be Metrolink or Amtrak service		Sepulveda	Completed by Board Box dated February 1, 2013.
4	3/14/2012	Planning Programming Committee	9.) An assessment of what would be necessary to provide seamless rail service between the Antelope Valley and San Diego 10.) An assessment of what would be necessary to provide seamless rail service between Ventura and Indio		Sepulveda	Completed by Board Box dated February 1, 2013.
5	5/16/2012	Budget Public Hearing	(Item 2) Budget Workshop: DuBois and Knabe Motion - Return to the Board, as part of the development of the FY13 budget process and funded from Measure R proceeds, a plan, including staffing, for a construction coordination office to be located within the Transit Projects Delivery Department that: A.) Coordinates construction activities with city and utility construction projects to minimize the potential for major traffic incidents. B.) Seeks to work with other construction entities to establish construction schedules and phasing that minimize potential disruption(s) and;		Murthy/Failing/Bybee	Completed in March, Item 49 Construction Committee Meeting.
5	5/16/2012	Budget Public Hearing	C.) Seek to coordinate independent construction activities to minimize the expenditure of public funds where practical and feasible. D.) Create media materials, 511 information and other real-time information to the public, first responders, news media, local jurisdictions and utilities. E.) Create a web site or link that reflects the latest construction information and includes Twitter feeds and other social media if practical.		Murthy/Failing/Bybee	Completed in March, Item 49 Construction Committee Meeting.
6	5/17/2012	Executive Management Committee	(Item 28) Report of the Chief Communications Officer - Villaraigosa: How do we increase ridership on the lines that are lagging?		Alejandro/Bybee	Completed in January, Item 60 Operations Committee Meeting .
7	6/20/2012	Finance & Budget Committee	(Item 18) FY13 Proposed Audit Plan - Molina: Requested an audit of Expo I & II and begin an audit of Phase II		Holden	Report back in April - Report is in draft waiting for responses from Expo and MTA.

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8	June 20, 2012	Finance & Budget Committee	(Item 24) Motion by Antonovich, Najarian, Ridley-Thomas and Wilson: MTA's Inspector General retain a consultant, funding to be determined, to: a) evaluate the organizational structure of MTA b) identify potential duplication of effort c) evaluate non contract employee titles commensurate with duties, salary and MTA tenure d) review span of control and the flattening of the agency e) evaluate compensation inequities or disparities between new recruits and seasoned employees f) establish criteria to compensate long-term valued employees who retain the knowledge and ability to build and train future employees in order to promote proper succession planning for the Agency		Gorman	A report was sent to management on 2/27/13. Will discuss with staff and send Board Box .
9	July 5, 2012	Staff Briefing		(Item #49) Report on DBE/SBE requirements/goals for outside construction authorities that use MTA funding for projects.	Caldwell	Complete - DBE-(Gold Line) and SBE (Expo Phase 2) goals can be viewed on website.
10	July 12, 2012	Staff Briefing		Late Night Rail Service: 1.) Analysis on whether adding late night service on the Silver Line is recommended. 2.) Reach out to Metrolink to see if they can provide late night train service as well to complement MTA service.	Alejandro	Complete - Response by e-mail and an article written in The Source 8/14/12.
11	July 18, 2012	Ad-Hoc Congestion Pricing	(Item 32) L.A. County Congestion Reduction Demonstration Program Status Report - Ridley-Thomas: What will the maintenance plan consist of?		Stange	Completed in December by Board Box.
12	July 26, 2012	Board Meeting	(Item 3) Antonovich: Have IG review all design features (FROG).		Gorman	Completed on August 6, 2012 at RBM Item 4.
13	July 26, 2012	Board Meeting	(Item 3) Antonovich: Investigate the circumstances of employee Susan McAdams, who was terminated, and who raised issues regarding FROG.		Gorman	*
14	July 26, 2012	Board Meeting	(Item 79) Antonovich Motion: MTA Board adopts as a policy goal the coordination and synchronization among transit agencies serving Los Angeles County of service change schedules and transfers between transit services to improve our regional transportation system. MTA Board direct the CEO to take at minimum the following actions by September 15th to meet this goal: 1.) Convene the transit agencies that serve Los Angeles County to discuss implementing this goal.		Alejandro	September 2012 Board Report Transit Agency Coordination Item 47 (EMC and SS & O) Implementation plan to follow in February 2013. Scheduled to meet with the CEO and will report back in March.

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14	July 26, 2012	Board Meeting	2.) Develop a prioritized list of Metrolink stations, transit hubs and transfer points between agencies to guide decisions on coordinating schedules, 3.) Develop an implementation plan to complete this goal by December 31, 2012, and 4.) Develop an MOU or similar agreement to coordinate when transit agencies schedule their service changes.		Alejandro	September 2012 Board Report Transit Agency Coordination Item 47 (EMC and SS & O) Implementation plan to follow in February 2013. Scheduled to meet with the CEO and will report back in March.
14	July 26, 2012	Board Meeting	I FURTHER MOVE that the MTA Board direct the CEO to report back to the Board in September at the System Safety and Operations Committee and Executive Management Committee on the progress toward completing this goal.		Alejandro	September 2012 Board Report Transit Agency Coordination Item 47 (EMC and SS & O) Implementation plan to follow in February 2013. Scheduled to meet with the CEO and will report back in March.
15	July 26, 2012	Board Meeting	Yaroslavsky Motion: that the CEO convene a Metro Blue Line Task Force with staff and safety/rail experts to investigate and report to the Operations Committee/Board in November 2012 on: 1) Causes for accidents along the Blue Line, including but not limited to adequacy of current safety procedures, operational concerns, structural concerns, signage, and traffic conditions; 2) Potential suicide prevention strategies; 3) Solutions to the issues that are identified as well as plans for implementing those solutions.		Vijay	Completed - Report given on November 15, 2012 OPS Item 37.
16	August 6, 2012	Board Meeting	(Item 5) Blue Line: Timely Reporting of Accidents and Breakdowns - Ridley-Thomas: Establish public information protocols to report accident and service disruption information when incidents occur. Detailed factual information shall be posted via appropriate websites and social media as available and news media shall be notified. Report back to the board in September.		Alejandro/Bybee	Completed - Report given to the Board in December: Metro has implemented communications protocols to provide immediate notification to the public regarding accidents and service interruptions. Prominently displayed on the home page is a text box with a "caution" icon that states "Bus & Rail Alerts." In addition there are updates provided on our blogs and Tweets via Twitter which connect to a hyperlink where patrons can click to see all Service Alerts . Immediate media alerts are issued as necessary to further broadcast service alerts to the public.
18	September 13, 2012	Staff Briefing		(Item 63) Facilities Maintenance and Administration - Maintenance Contracts: Promote a "No Earphone" campaign	Alejandro	Complete - Metro Rail Safety Education and Outreach Program presentation.
19	September 27, 2012	Board Meeting	(Item 73) Yaroslavsky Motion: Direct staff to review the current Metro Advertising Policy and report back to the Board in 60 days on how the current policy may be amended consistent with the concerns outlined above while preserving the non-public forum status of our system.		Bybee	Completed in November 2012 at EMC Item 66

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20	September 27, 2012	Board Meeting	(Item 18.1) Arroyo Verdugo Subregion - Najarian Motion: County Counsel provide the legal foundation, including specific documents, detailed descriptions, with citations, as to how, in the case of the Arroyo-Verdugo Subregion, the County should have part of any encumbered funds; and that any reference to staff bringing back a recommendation for future programming be struck from this report and the legality of this assertion be brought back to the Board at the December 2012 Board Meeting.		Failing	Completed in January, Item 21 Planning and Programming Committee
21	September 27, 2012	Board Meeting	(Item 22) Ridley-Thomas and Molina Motion: Report back at the February 2013 Planning and Programming Committee in writing with recommendations along with a funding strategy and timeline for moving forward with a Rail to River Bikeway along the Metro-owned right-of-way from the Los Angeles River to the West Blvd. Station for the Crenshaw/LAX Light Rail Line.		Welborne	Completed by oard Report Planning and Programming, Item 21 dated February 20, 2013
22	September 27, 2012	Board Meeting	(Item 24) Best practices for value capture in transit agencies - Ridley-Thomas Motion: Requests the CEO to pursue the following next steps with regard to Value Capture opportunities: 1. Support State legislation that would allow the formation of special tax increment finance districts specifically targeted to facilitate transit-oriented development. 2. expand Metro's joint development program, including assessing the feasibility of selling excess entitlements, and positioning station portals and utilities to optimize development potential. 3. Support local government measures to reduce or eliminate automobile parking requirements around transit stations, as a means for encouraging transit-oriented development.		Molieri	Report back in April - Meeting with Ridley-Thomas' office on 3/8 and will then finalize a response.
22	September 27, 2012	Board Meeting	4. Explore potential federal and state enabling legislation that would facilitate creation of a revolving land acquisition fund to acquire properties around transit stations for sale or lease at a gain in value to support transit capital construction and the operation of transit systems.		Molieri	Report back in April - Meeting with Ridley-Thomas' office on 3/8 and will then finalize a response

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22	September 27, 2012	Board Meeting	5. Investigate potential enabling legislation that would allow new alternatives for improving the real estate operations of Metro, including the creation of a semi-autonomous, publicly-owned, non-profit corporation to provide land assembly and real estate services for transportation purposes, and other alternative organizations models which might enable Metro to benefit from a more active role in land development and value capture around transit stations.		Molieri	Meeting with Ridley-Thomas' office on 3/8 and will then finalize a response
23	September 27, 2012	Board Meeting	(Item 77) Update on the P2550 Rail Vehicle Program - Antonovich: Requested a detailed report on who signed off on the specifications on seat height, etc. and how do we insure that it doesn't occur again.		Alejandro	Complete: Richard Hunt briefed Chair Antonovich on February 26th.
24	October 17, 2012	Finance & Budget Committee	(Item 12) Federal/State Affairs - Molina: Report back regarding the issue of pensions with regards to legal and legislation.		Turner/Ott	Complete - February 2013 EMC Meeting Item 59 and Board-Box February 19, 2013
25	October 18, 2012	Executive Management Committee	(Item 38) Ridley-Thomas: Requested a status on the Disparity Study and how long has it been in development.		Caldwell	Complete - Reported in January, Item 92; Ridley-Thomas requested additional information.
26	October 25, 2012	Board Meeting	(Item 3) Antonovich: What is/was our emergency time procedure with regards to the escalator accident? Was 911 called, who made the call, did MTA call a private ambulance?		Alejandro	Completed in December - Closed Session
27	October 25, 2012	Board Meeting	(Item 49) Knabe Motion: Accelerating the LAX/Airport Metro Connector Green Line Extension to LAX - Report back with written details on the strategic next steps and plan to "accelerate" completion of the Green Line to LAX/Airport Metro Connector Project, with or without Measure J, for project delivery by 2020, on a timeline that complements both the Crenshaw Corridor Light Rail Project and the South Bay Green Line Extension Project.		Welborne	Completed in January, Item 16 Planning and Programming
27	October 25, 2012	Board Meeting	1. A detailed action plan that includes depth and span of project and funding alternatives, and a formal arrangement for working with LAWA, as well as local, state, and federal partners, to fund and implement the Green Line to LAX/Airport Metro Connector Project on an accelerated schedule;		Welborne	Completed in January, Item 16 Planning and Programming
27	October 25, 2012	Board Meeting	2. A specific approach to advocacy efforts with relevant federal agencies (FTA, FAA, etc.) to better coordinate and align with the federal review process, including resolving any road blocks to project funding, implementation and acceleration		Welborne	Completed in January, Item 16 Planning and Programming

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28	October 25, 2012	Board Meeting	(Item 57.1) Fasana Motion: Review amount of money in reserve fund to consider whether or not Metro gets a holiday similar to contract cities. Establish a means similar to contract cities to jointly control the funds so that settlements are made jointly with Metro. Make sure Metro is notified of lawsuits if a Sheriff is sued while servicing the Metro contract.		Taylor	LASD response will be presented to the Board in May as part of next year's contract amendment.
29	October 31, 2012	Staff Briefing		Union Station Master Plan: Outline of scope of work - Request staff to look into Railroad Rehabilitation & Improvement Financing (RRIF) Program and identify the loans reserved for projects benefiting railroads.	Welborne	Completed by Board Box in January 14, 2013
30	October 31, 2012	Staff Briefing		Villaraigosa (Borja): Make sure that the Crenshaw project meets the December 6, 2012 deadline, if there is a delay, please let us know ASAP	Caldwell	Complete - RFP was sent
31	October 31, 2012	Staff Briefing		TAP Update - includes item 12: Antonovich (Cano) - Complete overview of strategic opportunities to integrate TAP into other cards including the Los Angeles Library ID card.	Ahuja	Completed in January, Item 50 System & Safety Operations
32	November 8, 2012	Staff Briefing		(Item 25) I-5 Corridor Funding Plan Update: Antonovich (Cano) - Conduct an analysis of maintaining subregion equity keeping proposition 1B project cost savings within each Subregion in Los Angeles County.	Failing/Yale	Completed April 9, 2013 by Board Box.
33	November 8, 2012	Staff Briefing		(Item 37) Metro Blue Line Safety Enhancements: Antonovich (Cano) - Develop standalone budget item for Safety Retrofit Program.	Vijay	Report back in May 2013 - It will be included in Budget Report
34	November 8, 2012	Staff Briefing		(Item 50) Update on Escalator Accident: Provide the latest version of the report on the October 12, 2012 wheelchair incident and make available the rehabilitation center instructions for using wheelchairs on escalators with staff analysis.		Complete - Board Report given at System Safety & Operations, Item 41 dated February 21, 2013
35	November 14, 2012	Finance & Budget Committee	(Item 10)Wilson: Staff report on how ridership was affected last month when gas prices increased by 20%.		Alejandro	Complete - Board Box in November 18, 2011
36	November 14, 2012	Finance & Budget Committee	(Item 71) Project Budget and Schedule Status - Molina: Written outline of the 405 and Division 13 bus maintenance facility cost over runs.		Boudreau	Division 13 - Completed in January, Item 77 Construction. 1405 - Mike Barbour will report back in February. Handout B for item 77
37	November 14, 2012	Planning Programming Committee	(Item 72) Molina Motion: the Board of Directors direct the CEO to change the name of the "Metro Red Line Civic Center Station" to Grand Park/Civic Center Station".		Bybee	Completed at January Board Meeting Item 96
38	November 14, 2012	Planning Programming Committee	(Item 73) Ridley-Thomas Motion: prepare a plan to change the name of the Wilshire/Western station on the Purple Line to the "Wilshire/Western Alfred Hoyun Song Station", to commemorate the work of Senator Song. Report back in 60 days.		Bybee	Completed at January Board Meeting Item 96

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39	November 14, 2012	Planning Programming Committee	Click on Work Item to go to Director's Request (Item 74) Antonovich, DuBois, and Knabe Motion: to develop and implement a plan to work with Caltrans, affected cities and key stakeholders to develop a coordinated corridor-wide approach to implementing outreach, needed improvements and related mitigations along the I-5 from the Orange County line to the Kern County Line. WE FURTHER MOVE that a plan of action and associated budget be presented for consideration at the February 2013 Board Meeting.		Bybee/ Failing	
40	November 19, 2012	Staff Briefing		Congestion Pricing Program: 1) Provide a copy of the letter that will be sent to HOV violators.		Completed in November
41	November 19, 2012	Staff Briefing		Knabe (Julie Moore): 2) Step by step information of the process that will occur for the violation process, all the way through the appeals process. 3) Information on how money can be spent along that corridor.		Completed in November
41	November 19, 2012	Staff Briefing		4) Quarterly report on revenue generation and monthly reports on O and M costs. 5) List of exceptions and protocol on who will be able to use the HOV lanes without transponders - 25 agencies/first responders. 6) Update every 3 weeks to Board Staff about the progress of the program) pair with Sherriff's Contract updates)		Completed in November
42	November 19, 2012	Staff Briefing		Villaraigosa (Nat): 7) List of Costco locations offering the transponder for sale - 150 locations.		Completed in November by e-mail
43	November 19, 2012	Staff Briefing		Ridley-Thomas (Fernando): 8) Update on contacts and what is being done to work with contacts at community groups such as churches to advertise the program.		Update will be given at Board Staff Briefing in January.
44	November 19, 2012	Staff Briefing		Sherriff's Contract Discussion with Metro Staff & Deputies: 1) Compare terms of contracts with other jurisdictions, for example, LAPD 2) Forward the Metro Watch LA link http://www.transitwatchla.org/ to all Board Deputies and request their feedback 3) Send out a message that CCTV should be proactive 4) Present to the Board crime reporting options expressed in the MOU and on the web so that the Board elects when adjustments can be made	Taylor	Completed in April 2013 by email, PowerPoint, EMC Item 55 2/21/13, Board Box, attachment
44	November 19, 2012	Staff Briefing		5) Update on the creation of web and cell phone access on trains and buses with options on accelerating implementation. 6) Provide an update and background on Silver Line cameras. How many do we have? How many are working? Who will monitor them?	Taylor	Complete - see links above

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44	November 19, 2012	Staff Briefing	Link to Work Item Expectation Bank to	7) Provide a matrix of performance indicators. Package all elements together, for example: a) upgrade cameras b) positive slogans on security	Taylor	Complete - see links above
45	November 19, 2012	Staff Briefing		Ridley-Thomas (Fernando): 8) Provide a binder containing a copy of Los Angeles County Sherriff's contract as it was provided in 2011.		Completed in December
46	November 19, 2012	Staff Briefing		Antonovich (Cano): 9) Schedule an ongoing Board Staff Briefing to provide an update on issues discussed today at a minimum of every three weeks. Can be grouped with Stephanie Wiggins' Congestion Mitigation Board Staff updates.	Wiggins	Completed by e-mail.
46	November 28, 2012	Staff Briefing		Provide preliminary study of using the "Run through track" project bridge connecting the West Santa Ana Branch Rail Project into Union Station.	Berlin	Completed - Will provide information to Karen Heit.
47	December 5, 2012	Staff Briefing		MTA/Metrolink TAP Background, Status & Potential Next Steps - Ridley-Thomas (Fernando): Financial impact of the implementation for the MTA-Metrolink TAP program. Specify costs incurred by MTA and Metrolink separately.	Ahuja	Completed in January - Executive Management Committee, Item 82
48	December 13, 2012	Board Meeting	Antonovich and Molina Motion: Report back in January regarding the performance of the Silver Line. 1.) What changes have been made to the service? 2.) What actions have been taken thus far? 3.) Those responsible be held accountable. 4.) What is the correction plan?		Alejandro	Completed in January - Board Box Line 910 Silver Line Service Improvement Update
49	December 13, 2012	Board Meeting	(Item 79) Yaroslavsky Motion: An independent audit/review be conducted by the Inspector General of the I-405 Sepulveda Pass Widening Project claims process, including the response time, subcontractor oversight, investigative process and overall due diligence; and FURTHER that the Inspector General report back at the January meeting on findings/status of the investigation.			Completed in January, Item 75 Construction
50	December 13, 2012	Board Meeting	Ridley-Thomas: Report back on the findings in March.			Report back in March.
51	December 13, 2012	Board Meeting	(Item 21) Katz and Wilson Motion: A. Approving the Sepulveda Pass Transit Corridor and the LAX/Airport Metro Connector as candidates for further consideration as P3 delivery projects without changing Long Range Transportation Plan priorities.			Agendized for March Planning and Programming Item 30

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51	December 13, 2012	Board Meeting	Click on Work Item to go to the Director's Request B. Authorizing the Chief Executive Officer to: 1) Evaluate the suitability of a transit and/or highway facility (Project) through the Sepulveda Pass as a P3, utilizing the Board-approved P3 evaluation criteria; and prepare a separate P3 evaluation of the LAX/Airport Metro Connector with a separate report back to the Board in March 2013.			Complete - see link above
51	December 13, 2012	Board Meeting	2.) Convene an industry outreach program that will draw significant and worldwide interest in order to gather information and feedback for the Sepulveda Pass project.			Complete - see link above
51	December 13, 2012	Board Meeting	3.) Proceed with all actions necessary to assist in the preparation of a Pre-Development Agreement (PDA) with a private entity (Developer) to develop the project. Also to include the High Desert Corridor and coordination with COGS.			Complete - see link above
52	January 10, 2013	Staff Briefing		(Item 84) Measure R Project Development Work - Revise Orange Financial Model Book: What is expected post Measure J?	Welborne	Report due in April -
53	January 10, 2013	Staff Briefing		(Item 89) Federal Advocacy Services - 1) Track what other agencies are receiving under New Starts 2) Prepare a Board Box with an update on New Starts changes and strategy	Hamparian	Complete - APTA Side-by-Side Comparison and FY13 Annual Report on New Starts.
54	January 10, 2013	Staff Briefing		(Item 73) Foothill Funding Agreement for Phase 2A - 1) Provide a range of time for each risk identified 2) Add the original completion date to each of the projects 3) Check with Construction Staff on potential of Regional Connector opening in Phases 4) Add Expo Line Phase 1 back in the presentation. Focus on the "frog" and mitigation including potential costs and timelines to complete	Boudreau	Completed by e-mail. Will report back in March on 1, 2, 4.
54	January 10, 2013	Staff Briefing		5) Explain why the Regional Connector completion date was moved from December 2019 to May 2020 6) Provide procurement schedules for the construction management contracts on Regional Connector and Westside	Boudreau	Completed by e-mail.
55	January 10, 2013	Staff Briefing		(Item 51) Elimination of monthly FasTrak Account Maintenance - Prepare a written opinion from Charles Safer on the \$3.00 maintenance fee waiver.	Wiggins	Carried over for 60 days. Report due in March.

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56	January 10, 2013	Staff Briefing	Click on Workshops Expectations	(Item 50) TAP with City of Los Angeles Service Card - 1) Streamline application process for Senior Citizens using the Orange card for Senior Citizens and for students using student TAP passes 2) A full list of potential partners for the TAP integration program (Board Box proposed) 3) Send offer to Board Staff on how to become a test client for Metrolink TAP Pilot Program	Sutton	1.) Bybee will report back in March 2.) Complete by Board Box
57	January 10, 2013	Staff Briefing		(Item 34) Civil Rights Federal Grant Subrecipient - Provide a list of Government Agency Subrecipients of Federal Funds and schedule for outreach forums and workshops for Subrecipient Agencies.	Levy	Completed in January - Attached is the current list of sub recipients that we will have to monitor. We do not have responsibility for monitoring Civil Rights for agencies that are identified on the list as "Direct Recipients".
58	January 10, 2013	Staff Briefing		(Item 38) Crenshaw/LAX Community Benefits Program - Information on penalties and contract information related to Project Labor Agreement	Bybee	Report due in April.
59	January 10, 2013	Staff Briefing		(Item 39) MAP 21 Transportation Alternatives Program - Estimate the number of projects that will be affected in the coming years for the call for projects. Provide a list of agency positions on the issues of delegated authority	Welborne	Complete - March 2013 responded by memo requesting additional information on TOD Planning
60	January 10, 2013	Staff Briefing		Service Monitoring - Provide staff with a separate PowerPoint illustrating the number of people riding the bus system by sector and countywide.	Hillmer	Complete - March 2013 responded by memo which lists passenger boardings
61	January 16, 2013	Finance & Budget Committee	(Item 8) Project Budget and Schedule Status - Katz asked that staff stop progress on the 710 until they report back in March.		Failing	Failing will prepare a Board Box in May defining each project, the dividing line, and the cost.
62	January 16, 2013	Construction Committee	(Item 77) Huizar asked staff to reconsider undergrounding the electrical for Division 13 using CRA money. (see item 46 2/21/13)			
63	January 16, 2013	Executive Management Committee	(Item 85) Proposed amendments to the Administrative Code relating to Title VI definitions - Antonovich asked staff to report back on the hiring for Crenshaw/Expo.		Caldwell	Will meet with Michael Cano.
64	January 24, 2013	Board Meeting	(Item 36.1) Antonovich Motion - that the Board directs the CEO to return no later than the March 2013 Planning Committee with a proposal for a pre-development agreement (or similar public-private partnership method) that would capture the potential for combined investment in and development of the Victorville to Los Angeles (via Palmdale) high speed rail corridor. This proposal will also engage the private sector to examine efficiencies, cost savings, time savings and best practices in developing this rail corridor.		Moliere/Sepulveda	Complete - January Planning and Programming Item 36.

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65	January 24, 2013	Board Meeting	(Item 51.1) Yaroslavsky Motion - that the monthly maintenance fee be waived for all participants who either work or reside in Los Angeles County; and FURTHER that staff continue to gather and analyze data and provide the Board with quarterly updates. Fasana Amendment to terminate accounts after 6 months of non-use. Hold over for 60 days and report back in March.		Wiggins	Staff reported at January Board. Carried over to April meeting
66	January 24, 2013	Board Meeting	(Item 84.1) DuBois, Molina, Wilson Motion - The MTA has a clear mandate from a majority of LA County voters but no means to achieve the acceleration of transportation projects. MTA staff has presented an outline for maintaining the accelerated pace of project implementation through a number of strategy proposals. Before any of the suggested strategies are placed into action or are further articulated we would like staff to return to the Board with the following analysis as part of the financial strategy:		Welborne	Report back in March.
66	January 24, 2013	Board Meeting	1.) A strategy for keeping ALL second and third decade projects in shelf-ready condition for federal funding on an accelerated schedule on an equal footing 2.) Identification and funding requirements for state of good repair and major rehabilitation through the second and third decade 3.) More detail on cash flow requirements to fund operations, state of good repair, call for projects, other programs in an accelerated environment that includes bonding against Prop. A & C revenues		Welborne	Agendized for March.
66	January 24, 2013	Board Meeting	4.) Detail on the proposed "financial and process paths" to pursue with the FTA on the South Bay Green Line Extension, Eastside Gold Line Phase II Extension, West Santa Ana Branch, and Airport Metro Connector (added by Knabe) 5.) Develop funding plans for the remaining 12 highway initiatives that are in the planning stage or not under consideration for 3P. These plans should include anticipated MCA and TIFIA programming commitments.		Welborne	Report back in March.
66	January 24, 2013	Board Meeting	6.) Estimate of the public investment required to support 3P investment (environmental review, right-of-way, other costs). Yaroslavsky added: Should be consistent with LRTP. Return to the Board with this information for the March 2013 meeting.		Welborne	Report back in March

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	DATE	LEVEL	DIRECTORS REQUEST	DIRECTORS STAFF REQUEST	MTA STAFF RESPONSIBILITY	STATUS
67	January 24, 2013	Board Meeting	(Item 102) Yaroslavsky Motion that this board direct Metro's counsel in conjunction with the CEO and the Inspector General/Ethics Officer, to amend the MTA Administrative Code, Board Member Code of Conduct and Employee Code of Conduct, and develop specific policies and procedures that define the allowable parameters of communications between the MTA CEO and Board members or their staff with regard to a pending procurement in order to protect the integrity and independence of MTA's procurement process; and FURTHER that beginning immediately, the CEO be prohibited from discussing any procurements which are currently in its blackout period with any member of the Board or his/her staff until the proposed amendments to the Employee Code of Conduct are presented to the Board and acted upon.		Gorman	Agendized for March Executive Management Item 59
67	January 24, 2013	Board Meeting	Yaroslavsky - Asked that staff draft specific guidelines regarding blackout periods for the Board and report back in February.		Gorman	Agendized for March Executive Management Item 59
68	February 14, 2013	Staff Briefing		(Item 12) Progress Report on Budget FY14 - Ridley-Thomas (Fernando): Asked Staff to break out Expo I and Expo II as separate line items, separate items 2, 4, and 6 as separate projects in the presentation documents, presentation page 7: Create Silver Line, line item within report, presentation page 8: provide TAP update as it relates to gate locking. Cano: Develop long term identified financial plan for safety upgrades and retrofits that can be presented to the public as a multi-year program.	Ahuja	Complete (Ridley-Thomas) - Feb. Expo status report and operating statistics for the Silver Line
69	February 14, 2013	Staff Briefing		(Item 15) FY2012 Transit Oriented Development Grant Program Antonovich (Cano) - Outreach to those applicants that did not receive funding, or that should have applied but did not, to learn why they did not apply or were not selected as a recipient of the Grant so that if a 4th round occurs, they can apply with that knowledge.	Welborne	Completed in April 2013 by e-mail
70	February 14, 2013	Staff Briefing		(Item 18) Countywide Calls for Project: Ensure strong role of MTA with SCAG during reconciliation.	Welborne	Complete - see Line 59 for response
71	February 14, 2013	Staff Briefing		(Item 19) Historic Streetcar Project Contract modifications: Receive notice if there is any compromise to MTA's ability to apply for Small Starts funding without competition from this project.	Welborne	Complete - Response to Restoration of Historic Streetcar Service in Downtown Los Angeles

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72	February 14, 2013	Staff Briefing	Link to Workshop Report: Director's Request to	(Item 20) Los Angeles County Bus Rapid Transit and Street Design Improvement Study: DuBois (Karen)- Board Box identifying Top 5 BRT projects or number with what is available at the time. Nat - Include method and specifics of BRT corridors (i.e. Mixed Flow). Fernando - Provide a color version of the map with identified corridors. Vivian - Identify extension of Orange Line to Burbank as a separate project. Inquire with Consultant if the Orange Line had an extension. Could the Orange Line be named Orange Line Extension?	Welborne	*
73	February 14, 2013	Staff Briefing		(Item 22) Sepulveda Pass Corridor and Accelerated Regional Transportation Improvements: Antonovich (Cano) - HDC presented as part of project presentation in March per Antonovich Amendment.	Molier	see Line 78
74	February 14, 2013	Staff Briefing		(Item 24) State Route 710 North Study Alternatives Analysis Report: Information on request to present item to Board prior to Spring 2014 EIR with report. Huizar (Eric) - Request CALTRANS to speak to Board and discuss technical alternatives. Yaroslavsky (Vivian): Presentation to clarify role of Board in approval process.	Failing	*
75	February 14, 2013	Staff Briefing		Report on System Safety: Schedule a special board staff briefing/discussion about Blue Line safety with topics that include but are not limited to: safety design improvements, fines with crossing, community outreach campaigns, etc.	Khawani	Complete - March 2013 Metro Blue Line Safety Measure presentation
76	February 14, 2013	Staff Briefing		I-405 Sepulveda Pass Improvements Project - Fernando: Provide a list of where the improvements have been made and reports if improvements go beyond what was originally approved. Cano: Add a point on how displaced state funding for this project from other subregions will be backfilled per prior board motion.	Murthy	*
77	February 14, 2013	Staff Briefing		(Item 55) Contract for Underground Cell Phone and Data Services Provider - Fernando: Separate item in the report on how the project will interact with the intent to have wifi in the corridor.	Alejandro/Caldwell	*
78	February 14, 2013	Staff Briefing		(Item 45) TAP Update: Schedule a Board Staff Briefing to discuss this item. Ridley-Thomas (Fernando): Costs of personnel in staff time on this issue. Antonovich (Jennifer): Projected revenue gained as a result of gate latching.	Ahuja/Sutton	Complete - March Executive Management Item 64

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79	February 20, 2013	Finance & Budget Committee	Click Here to View the Request (Item 12) Progress Report on Budget FY14 - Wilson: Report back on the improvements that are being made on the Blue Line corridor infrastructure.		*	Complete - see Line 79
80	February 20, 2013	Finance & Budget Committee	(Item 13) Budget themes and performance metrics: Wilson - Recommendation for improving the 10% fare evasion.		Hillmer	Complete - A memo was prepared which lists passenger boardings
81	February 20, 2013	Planning Programming Committee	(Item 15) Transit Oriented Development (TOD) Grants - Wilson: 1) How much money is given back to small and minority owned businesses? 2) What are we actually saving and what is the possible emissions credit?		Caldwell	Complete - response was sent by e-mail
82	February 20, 2013	Planning Programming Committee	(Item 18) \$12.918 million of previously approved Countywide Calls for Project funding - Wilson, Huizar, DuBois, and Fasana Amendment: 1) Report back on the quality of active transportation projects submitted in the 2013 Call, with a recommendation for funding marks based on determined quality for the 2013 funding cycle. 2) Prepare a report on the current state of all Call for Projects funding cycles, including a measure of effectiveness of each modal category and levels of funding, and work with stakeholders to make recommendations for what should be adjusted for the 2015 Call for Project cycle.		Welborne	Report back in April
82	February 20, 2013	Planning Programming Committee	3) Consider including a "complete streets" modal category in the 2015 Call for Projects cycle, or adjusting scoring criteria to give greater weight to projects that integrate all modes of transportation and foster complete streets. 4) Report back on how each MTA transit corridor project currently in design or under construction is working with cities to incorporate robust bicycle and pedestrian improvements to facilitate first mile/last mile transit access.		Welborne	Report back in April
82	February 20, 2013	Planning Programming Committee	5) Report back on MTA's existing project initiation checklist for major capital projects and analyze best practices to include any additional active transportation elements. 6) Evaluate and propose changes to MTA's current design criteria to make it easier to incorporate stair channels or ramps so that bicyclists can wheel their bikes safely up and down staircases.		Welborne	Report back in April

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82	February 20, 2013	Planning Programming Committee	Click Here to View the Request 7) Work with cities across Los Angeles County to collect mode-split, economic, safety, and other relevant data to further justify the need for active transportation projects and demonstrate before and after results. 8) Look at reductions in station area parking to fund active transportation linkage and infrastructure around MTA stations.		Welborne	Report back in April
83	February 20, 2013	Planning Programming Committee	(Item 22) Sepulveda Pass San Fernando Valley East as a Public-Private Partnership (P3) Project - Molina: Where is the money coming from and how much more will be put into this? Report back to the Board.		Molieri	*
84	February 21, 2013	System Safety & Operations Committee	(Item 40) Budget themes and performance metrics - Fasana: Asked staff to give a brief report on the historical view of our investments.		Matsumoto	*
85	February 21, 2013	System Safety & Operations Committee	(Item 40) Budget themes and performance metrics - Fasana: GO METRO, what are the pros & cons to establish a better target telephone wait time than 2 minutes.		Bybee	*
86	February 21, 2013	Construction Committee	(Item 46) Huizar Motion: Asked that the Board direct the CEO to underground the electric utility poles along Cesar Chavez Avenue as part of the Division 13 bus maintenance facility construction project to be funded under the existing LOP/contingency approved by the board. FURTHERMOVE that the contingency be maintained at a minimum of 3% and if additional funding is needed outside the LOP/contingency report back to the board on additional funding sources.		Matsumoto	*
87	March 6, 2013	Staff Briefing		Ridley-Thomas (Fernando) Transit and Highway Acceleration Benefits: Include information regarding local/district federal target jobs and methodologies ever used. Who is receiving them?	Welborne	.
88	March 6, 2013	Staff Briefing		Ridley-Thomas (Fernando) Measure R Project Finance Acceleration Plan Summary: 1.) Include information regarding what programs the Federal government can approve. 2.) Explain procedures to apply for these programs. 3.) Provide total Federal "ask".	Welborne	.
89	March 6, 2013	Staff Briefing		Knabe (Julie) Post 2040 Proposition A and Proposition C Debt Service: Look if additional borrowing is available.	Welborne	.
90	March 6, 2013	Staff Briefing		Ridley-Thomas (Rosenthal) L.A.'s Three Part America Fast Forward Plan: Flip upside down slide on slide for consistency and highlight interest.	Welborne	.

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91	March 6, 2013	Staff Briefing	Board Workshopping: Director's Panel 10	Molina (Nicole) Funding for Accelerated Revenue Service Hours for Rail: 1.) Include a dollar amount and explain what represents the total figure of the annual MTA Rail Operations costs. 2.) Provide a figure amount for approximate cost per boarding. 3.) Provide a rough fare projection for people to ride the system.	Welborne	.
92	March 6, 2013	Staff Briefing		Molina (Nicole) Measure R Project Finance Accelerations Plan Action: 1.) Make sure to prepare and send out a notice to COG's on this issue. 2.) Advise on Board potential vote and 30 day timeline. Ridley-Thomas (Rosenthal) Incorporate a copy of page 2 (Project Schedule) of the Project Budget and Schedule Status PowerPoint presentation presented at the February 2013 Finance and Budget and Construction Committees.	Welborne	.
93	March 6, 2013	Staff Briefing		Ridley-Thomas (Fernando) Provide breakdown of State of Good Repair. Antonovich (Jennifer) 1.) Provide presumptions and alternative game plan if presumptions do not occur. 2.) Provide timeline of how present board action fits within big picture of what will be asked from the Board. Antonovich (Cano) Identify safeguards in place that accelerate funds that it will not take projects out of order.	Welborne	.
93	March 6, 2013	Staff Briefing		A.) Develop language in proposed Measure. B.) Amendment to provide safeguards.	Welborne	.
94	March 20, 2013	Finance & Budget Committee	(Item 14) Molina: Requested that Brian Boudreau report on Universal Bridge every month.		Boudreau	.
95	March 20, 2013	Finance & Budget Committee	(Item 19) Evaluation of alternative financing opportunities - Wilson: Requested projections of greenhouse and carbon emissions credits that will be accumulated over the met 10 years.		.	.
96	March 21, 2013	System Safety & Operations Committee	(Item 37) Fasana: How many operators have had 2 or more red light violations?		.	.
97	March 21, 2013	System Safety & Operations Committee	(Item 38) Fasana: Requested explanation of problem with citations that caused them to have to be reprinted.		.	.
98	March 21, 2013	System Safety & Operations Committee	(Item 38) Fasana: Requested a report next month on interaction between LASD and Transit Court.		.	Report back in April
99	March 21, 2013	Executive Management Committee	(Item 57) Katz : Requested that new head of CalTrans, Malcolm Dougherty, be introduced to CEO of Metrolink.		.	.
100	March 21, 2013	Executive Management Committee	(Item 64) Reorganization, integration and expansion of TAP - Katz: Requested that Charles Safer review contract and report back regarding lack of ADA compliance.		Safer	.

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101	March 28, 2013	Board Meeting	Click Here to View the Board Packet (Item 28) Antonovich and Najarian Motion: The MTA Board instructs the CEO to develop a North County Multimodal Integrated Transportation Study (NCMITS) that will serve as the update to the original North county Combined Highway Corridors Study (NCCHCS).		Welborne	Completed April 9, 2013 by Board Box
101	March 28, 2013	Board Meeting	To accomplish this initiative, the CEO will: 1. Identify a source of funding and report to the Board the amount and source of funding for the NCMITS 2. Work collaboratively with and seek policy guidance from the County of Los Angeles and Cities of Lancaster, Palmdale and Santa Clarita through the North county Transportation Coalition (which provided policy oversight for the NCCHCS) in developing the NCMITS		Welborne	Complete - see above
101	March 28, 2013	Board Meeting	3. Develop a work plan to reach out to and include in this process the following parties: a.) North County local jurisdictions - Lancaster, Palmdale, Santa Clarita, Los Angeles County; b.) Adjacent jurisdictions (e.g. Kern County, San Bernardino County); c.) Transportation stakeholders (e.g. Antelope Valley Board of Trade, Santa Clarita Chamber of Commerce)		Welborne	Complete - see above
101	March 28, 2013	Board Meeting	d.) Potential partners (e.g. California High Speed Rail, XpressWest; d.) Other interested stakeholders 4.) Include as part of the NCMITS the development of an airport ground access/modal connectivity study that will assist the City of Palmdale's efforts to meet Part 139 re-certification process requirements for the Palmdale Airport's master plan.		Welborne	Complete - see above
101	March 28, 2013	Board Meeting	5.) Include as part of the NCMITS the development of a feasibility study for an Inland Multimodal Freight Transfer Facility (i.e. "inland port"), including a full review of the opportunities for and barriers to implementing such a facility, with recommendations on overcoming any barriers to making this facility feasible.		Welborne	Complete - see above
101	March 28, 2013	Board Meeting	6.) Include as part of the NCMITS a fixed guideway transit feasibility and assessment study for the Santa Clarita Valley and Antelope Valley to accommodate long-term growth and transit needs. The CEO will report back to the MTA Planning and Programming Committee in April with an update on the status of this Board direction and a proposed timeline for completing the NCMITS.		Welborne	Complete - see above

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102	March 28, 2013	Board Meeting	<p>(Item 67) Antonovich, Yaroslavsky, Najarian and Wilson Motion: The Board directs the CEO to recognize formally these priorities of the San Fernando Valley Council of Governments (SFVCOG) and return within 90 days with a presentation to the Board that includes the following for each of the SFVCOG transportation priorities: current project status, current placement in the Long Range Transportation Plan, estimated costs, strategies for implementation, current and potential funding opportunities, recommended legislative initiatives as well as outreach plan to work with other jurisdictions and agencies, coordination with and integration into other MTA initiatives such as the Bus Rapid Transit Study.</p>		.	.
103	March 28, 2013	Board Meeting	<p>(Item 4) Ridley-Thomas and Fasana: Requested report at Executive Management Committee in April on deficiencies remaining and progress made regarding local hiring and usage of minorities and women on the utility work for the Crenshaw to LAX light rail project.</p>		.	.
104	March 28, 2013	Board Meeting	<p>Public Comment - Knabe: Asked staff to report back on landscaping contract that is under protest.</p>		.	.