



CALIFORNIA DEPARTMENT OF TRANSPORTATION

**Caltrans District 4 Pedestrian Advisory Committee (PAC)
June 18, 2008, 10:30 AM-12:30 PM
Meeting Summary**

This first PAC meeting was attended by 26 people, including the following 12 of the 17 PAC members:

Wendy Atkins, City of Sonoma
Nancy Baer, Contra Costa Health Services
Rocky Birdsey, Marin Center for Independent Living
Anthony Daysog, City of Alameda resident
Tom Ford, City of Oakland resident
Eliot Hurwitz, Napa County Transportation Planning Agency
Heath Maddox, San Francisco Municipal Transportation Agency
Robert Planthold, San Francisco resident
Eric Schatmeier, Transportation Authority of Marin
David Simons, Sunnyvale resident
Lindsay Arnold, UC Berkeley Traffic Safety Center
Rochelle Wheeler, Alameda County Transportation Improvement Authority

The meeting began with a brief welcome address by Beth Thomas, the Caltrans staff liaison to the PAC, and self-introductions by attendees.

Next the attendees reviewed the draft PAC Charter and provided feedback. This vetting process produced editorial changes to the “Goals and Objectives” and “Membership Criteria” sections of the Charter and the inclusion of new items under “Responsibilities & Tasks” (see Attachment 1: Revised Draft Charter). In addition, the PAC requested that the “Committee Meeting Location and Schedule” and “Committee Member Responsibilities” sections be removed from the charter and placed in a separate Operational Procedures document (see edits to these sections in Attachment 2: Operational Strategies).

Overall, the attendees requested that the relationship of the PAC to Caltrans be more formalized. A key question raised was whether the PAC would advise the District Director. The PAC also requested that the District Director officially approve the PAC Charter and recognize the role of the PAC.

After the Charter was discussed and edited, the members decided to defer adoption of the Charter until the next (July 2008) meeting in order to give District 4 staff the opportunity to edit the draft Charter based on the comments made at the June 18th meeting.

The PAC members also voted to defer nomination and election of the PAC Chair and Vice Chair until adoption of the Charter and Operational Procedures document at the July meeting so that prospective nominees would have a better understanding of their responsibilities before running for election.

Next the PAC discussed topics for the July meeting. In addition to the adoption of the Charter and Operational Procedures and election of the Chair and Vice Chair, attendees requested that the July meeting include the review and adoption of an Annual Work Plan and a presentation from an appropriate Caltrans staff person on the Project Initiation Document development process. A PAC member had requested that the PAC review and discuss data on pedestrian collisions and hazardous intersections at the July meeting. However, he later said that, due to the full agenda for the July meeting, this discussion could wait until the October 2008 meeting. The meeting then concluded.