



<b>Meeting No.</b> 1 – Orientation	<b>Meeting Date</b> April 27, 2006			
<b>Meeting Time</b> 4:30 – 6:30 p.m.	<b>Recorded By</b> A. Charles			
<b>Attendees:</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <b>Members:</b>            B. Barksdale            R. Jee            M. Liu            G. Miller            C. Paul         </td> <td style="width: 33%; vertical-align: top;"> <b>Alternates:</b>            H. Franklin            J. Li         </td> <td style="width: 33%; vertical-align: top;"> <b>Staff:</b>            A. Charles            K. Duron            T. Horton            K. Mayo            M. Mazzini            M. McArthur            S. Ng            C. Westphall         </td> </tr> </table>		<b>Members:</b> B. Barksdale R. Jee M. Liu G. Miller C. Paul	<b>Alternates:</b> H. Franklin J. Li	<b>Staff:</b> A. Charles K. Duron T. Horton K. Mayo M. Mazzini M. McArthur S. Ng C. Westphall
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<b>Agenda Item</b>	<b>Action Taken</b>			
<i>Welcome &amp; Introduction</i>	Introduction of Members, Alternates, and Staff present.			
<i>Public Comment</i>	No Action.			
<i>Project Overview</i>	Staff provided overview of Earthquake Safety Program.			
<i>COC Function Overview</i>	Staff provided Review of Bond Language, duties and responsibilities of the COC, and review of the G.O. bond language. Staff presented a sample Financial Report Format.			
<i>Review of Legal Matters</i>	Staff provided a review of the Brown Act, the Conflict of Interest Code and associated exhibits, and the COC Bylaws. Staff reviewed the purpose of Form 700. COC members will review Form 700 and related materials and contact the BART District Secretary with questions. Discussion of current vacant alternate seat and how it will be filled. Discussion on communication between			



	the COC members and the public.
<i>Selection of Chairperson &amp; Vice Chairperson</i>	<p>Discussion of frequency of presentations required to BART Board. Discussion about timing of BART Board meetings. Discussion on the level of activity on the project. Discussion about COC access to project schedule, budget, contract documents, and project staff. Discussion of role of Vice Chairperson.</p> <p>B. Barksdale was selected as the Chairperson for 2006 on the condition of review of the conflict of interest forms.</p> <p>C. Paul was selected as the Vice Chairperson for 2006.</p>
<i>Selection of Future Meeting Time and Date</i>	<p>Discussion on frequency of meetings. Discussion of the amount of bond funds currently issued and amount of bond funds committed to project work. Consensus is to meet on June 8, 2006 at 4:30 p.m. and at that time discuss frequency of future meetings. Discussion of role of alternates and requirements for attending meetings. Alternates welcomed to attend and actively participate in meetings.</p>



<i>Request to Add Items to Future Meeting Agenda</i>	No Action.
<i>Review of Future Meeting Minutes</i>	Discussion of how minutes will be reviewed and approved. Review of minutes will be done via email.
<i>Expense Report</i>	Staff provided review of expenses that are eligible for reimbursement and reviewed expense report form with COC members. Staff will provide expense report form electronically for COC member's use.
<i>Photo Shoot &amp; Review of Biographical Information</i>	COC members and alternate present were photographed.
<i>Public Comment</i>	No Action.
<i>Adjournment</i>	Meeting was adjourned at approximately 6:30 p.m.