

**S T A F F   R E P O R T**

SUBJECT: Establish TAAC Meeting Times for FY25

FROM: Kadri Klm, Paratransit Planner

DATE: May 1, 2024

---

**Action Required**

Establish the TAAC meeting dates and times for FY25.

**Background**

The TAAC Bylaws SECTION 3.7(a) states: “The Committee shall meet quarterly as needed. The Committee shall establish the meeting schedule, meeting time, meeting sites for the regular meetings at the first regular meeting of the fiscal year.”

According to the committee bylaws SECTION 3.7. COMMITTEE MEETINGS (f) Accessibility “All meetings shall be conducted in the LAVTA jurisdiction and shall be in a location accessible by public transportation and accessible to persons with disabilities”.

**Discussion**

Staff’s recommendation is to continue to have TAAC meetings on the first Wednesday of every other month from 3:30 pm to 4:30 pm.

Meeting dates would be:

- July 3, 2024,
- September 4, 2024,
- November 6, 2024,
- January 8, 2025 (January 1 is a holiday),
- March 5, 2025, and
- May 7, 2025.

**Recommendation**

Establish the TAAC meeting dates and times for fiscal year 2025.