

## Memorandum

**To:** MPO-Policy Board  
**From:** Lucinda Shannon, Transportation Planning Manager  
**Date:** January 22, 2020  
**Reference:** MPO Policy Board Meeting Dates for 2020

**Purpose:** The CA-MPO Policy Board meets the 4<sup>th</sup> Wednesday of alternating months at 4:00pm at the Water Street Center. This puts the November meeting on the day before Thanksgiving, which can be difficult for members to attend. The proposed dates are listed below for the Policy Board to consider and approve.

**Proposed 2020 Meeting Dates:**

- *January 22, 2020*
- *March 25, 2020*
- *May 27, 2020*
- *July 22, 2020*
- *September 23, 2020*
- *November 25, 2020*

**Summary:** MPO staff are informing the MPO Policy Board of the proposed meeting dates for 2020. The board will want to consider changing the November meeting date or directing the MPO staff to keep the meeting dates as is.