



## **Climate & Air Quality Committee**

February 25, 2009

### **Electronic Agenda Packet Discussion**

**Issue:** Whether or not to continue providing full packets, partial packets with cds or only cds for our agenda packets.

**Recommendation:** This is for discussion only. Staff requests input from committee members on how the current process is working and whether or not it should be amended.

**Discussion:** In May, 2008, as part of the desire to reduce SACOG's carbon footprint and a request from a SACOG board member for the agenda packet on cd only, staff presented a workshop at the Board meeting to discuss the options of moving to an electronic agenda packet thereby reducing the amount of paper used to prepare both committee and board agenda packets. After discussion with the Board, it was agreed that as an experiment, staff would give the board members three options:

- 1) Receive a complete hard-copy agenda packet as was currently in place;
- 2) Receive only the agenda item as hard copy with attachments available on cd;
- 3) Receive only a cd containing the entire agenda packet.

It has been nine months since we began this experiment and staff would like input from board members on how well they are able to utilize the electronic Board packets or if we should revert back to hard-copy agenda packets for most members and cds only to those who request them. Our goal is to ensure that our board members are getting the information that they need in order to make well informed decisions at the Board level.

Approved by:

Mike McKeever  
Executive Director

MM:RT

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