

**Airport / Community Roundtable  
Meeting No. 274 Overview  
Wednesday, September 7, 2011**

**I. Call to Order / Roll Call / Declaration of Quorum Present**

Chairperson Richard Newman called the Regular Meeting of the Airport/Community Roundtable to order, at approximately 7:06 PM, in the David Chetcuti Community Room at Millbrae City Hall. Steven R. Alverson, Roundtable Coordinator called the roll. A quorum (at least 12 Regular Members) was present as follows:

**REGULAR MEMBERS PRESENT**

**Julian Chang**, City and County of San Francisco Mayor's Office  
**John Martin**, City and County of San Francisco Airport Commission  
**Dave Pine**, County of San Mateo Board of Supervisors  
**Richard Newman**, C/CAG Airport Land Use Committee (ALUC)/Roundtable Chairperson  
**Elizabeth Lewis**, Town of Atherton  
**Sepi Richardson**, City of Brisbane)/Roundtable Vice-Chairperson  
**Michael Brownrigg**, City of Burlingame  
**Art Kiesel**, City of Foster City  
**Naomi Patridge**, City of Half Moon Bay  
**Larry May**, Town of Hillsborough  
**Marge Colapietro**, City of Millbrae  
**Sue Digre**, City of Pacifica  
**Steve Toben**, Town of Portola Valley  
**Jeffrey Gee**, City of Redwood City  
**Ken Ibarra**, City of San Bruno  
**John Lee**, City of San Mateo  
**David Burow**, Town of Woodside

**REGULAR MEMBERS ABSENT**

City and County of San Francisco Board of Supervisors (Vacant)  
City of Belmont  
City of Menlo Park  
City of South San Francisco  
City of San Carlos

**ADVISORY MEMBERS PRESENT**

**Airline/Flight Operations**

**Henry Diaz**, United Flight Management

**Federal Aviation Administration**

**Patty Daniel**, Northern California TRACON

**ROUNDTABLE STAFF / CONSULTANTS**

**Steve Alverson**, Roundtable Coordinator  
**Phil Wade**, Roundtable Support

**SAN FRANCISCO INTERNATIONAL AIRPORT STAFF**

**Mike McCarron**, SFO's Director Bureau of Community Affairs  
**Bert Ganoung**, Noise Abatement Manager  
**David Ong**, Sr. Noise Abatement Systems Manager

**John Hampel**, Noise Abatement Specialist

## II. Public Comment on Relevant Items Not on the Agenda

Jeff Zajas spoke on behalf of SFONoise.com, a grassroots organization from the City of Brisbane. He indicated that this was the second Roundtable meeting he attended, and he wished to speak to the issue of increased noise and flight patterns over the City of Brisbane. Mr. Zajas indicated that the SFO Noise Abatement office provided him with a 10-year study that indicated there's been a 38 percent increase in flights over Brisbane since 2000, even though the number of departures remains relatively the same since 2000, there's been a 38 percent increase because of short-haul flights going to Southern California, Las Vegas, and the re-emergence of Southwest and Virgin America. He felt that there is no end sight and there is a tyranny of noise. He believes that the FAA is routing planes earlier than the 4-mile mark for published departures for PORTE THREE departure procedure. Mr. Zajas indicated that they would like to work with the Roundtable to find a solution; not to shut down the PORTE THREE departures, but to give relief to their city. He suggested that every 2 minutes an aircraft passes over Brisbane, and that it is damaging the quality of life in their City. He indicated that they want to lobby the Roundtable to work with and encourage FAA to re-establish the "traditional" PORTE THREE departure, which he believes is going out 4 nautical miles at a 1,600-foot elevation, making a left hand turn over San Bruno Mountain., and coming back down the spine of San Bruno Mountain.

## III. Consent Agenda Items

- A. Review of Airport Director's Report for April 2011
- B. Review of Airport Director's Report for May 2011
- C. Review of Airport Director's Report for June 2011
- D. Review of Airport Director's Report for July 2011
- E. Review of Roundtable Regular Meeting Overview for May 2011
- F. Review/Approval of Correspondence/Information Items for September 2011

Comments/Concerns/Questions: Chairperson Newman drew everyone's attention to Dave Carbone's retirement letter, and indicated that a future agenda item would be created to properly recognize him.

**Action:** Marge Colapietro **MOVED** the approval of the Consent Agenda Items. The motion was **SECONDED** by Jeff Gee and **CARRIED, UNANIMOUSLY**.

#### **IV. Airport Director's Comments**

John Martin indicated that SFO is continuing to see strong passenger growth, much stronger than other airports in the country. Mr. Martin informed the Roundtable that SFO is seeing 5 percent growth in passenger traffic year over year. He indicated that some of the growth SFO is experiencing is not the kind of growth he wants to see; they've seen a growth in flights to Southern California. Fares are generally lower from SFO than they are from OAK or San Jose to Los Angeles and San Diego, so a lot of people are driving from the East Bay and South Bay. He indicated that they are working with other Bay Area airport directors to try and see that more growth occurs at the other airports, and he is very supportive of the Regional Airport System Plan update, which calls for a balanced distribution of air traffic. Mr. Martin indicated that they are back to their peak traffic levels SFO experienced in 2000. The Airport had its busiest day ever on September 3, 2011.

Mr. Martin indicated that he attended a meeting with Congresswoman Jackie Speier, Vice Chairperson Sepi Richardson, and residents of Brisbane. Congresswoman Speier has been a big supporter of SFO. She helped bring Virgin America to San Mateo County, and she is helping on a number of issues for the airport in Washington, DC. He indicated that SFO takes the Brisbane's concerns very seriously, and believes that the FAA and airlines do too.

Comments/Concerns/Questions: Member Julian Chang, from the City and County of San Francisco, inquired whether or not international flights have contributed to noise issues in the County. Mr. Martin indicated that international traffic, until July, was growing by about 5 percent, but that it had slowed down recently. He indicated that they're seeing a lot of international carriers move away from noisier aircraft. He also mentioned that American Airlines is dropping their MD-80s from SFO, which is one of the noisiest aircraft in operation.

#### **V. Consideration of the Grand Jury Report on Roundtable Activities**

Roundtable Coordinator Steve Alverson provided a summary of the memo related to the Grand Jury Report. Mr. Alverson indicated that Roundtable staff wanted to bring to the members' attention the fact that the Grand Jury Report was issued since the last time the Roundtable met. It went to the County of San Mateo, as well member cities of the Roundtable; all of whom have an obligation to respond to the Grand Jury. Mr. Alverson added that, Chairperson Richard Newman put together a couple letters in response to the Grand Jury Report that were sent to various media outlets in the Bay Area. Mr. Alverson informed the Roundtable that they were under no obligation to take any action on this matter, though he suggested they could take action, or at the very least, discuss the issue.

Comments/Concerns/Questions: Chairperson Newman indicated to the Roundtable that he chose to draft comments because the matter was timely. He chose to do so as an individual because the Roundtable was not going to meet until September 7th, and there was little time to approve a formal response. He acknowledged Gene Mullin, former Chair of the Roundtable, for his op-ed piece supporting the Roundtable and its activities. Chairperson Newman indicated that he had little to add to the memo prepared by Mr. Alverson, and opened up the discussion to other members of the Roundtable.

Member Marge Colapietro suggested that the Roundtable's response could utilize some of the work already produced from Chairman Newman's responses. Member John Lee stated that he felt the Grand Jury Report was full of errors and that it would be important for the Roundtable to respond to the Report. Member Larry May indicated that the Town of Hillsborough prepared a response to the Grand Jury Report, and concurred that the Roundtable should prepare a formal

response to the Report. Member Julian Chang indicated that he felt the parts of the Report related to the airport were inaccurate, and that the airport and its noise abatement office set the gold standard for airport noise offices throughout the country. Member Sue Digre stated that she felt the Roundtable should always work to solicit public input, and that she works with the citizens of Pacifica to get feedback and input on aircraft noise issues. Chairperson Newman noted that in his individual response(s) to the Grand Jury Report, he agreed with the idea that if cities want to have advisory committees to their city council representative, he, as an individual or chair of the Roundtable, would have no objection to that.

Member Jeffrey Gee agreed with the other comments made by fellow Roundtable members, stating that he felt that the Grand Jury Report was not well written and that a response was needed. Mr. Gee also noted that he was disappointed with the timing of the Roundtable meeting, as members had to wait two months before discussing this issue, which he felt demonstrated a lack of urgency on the part of the Roundtable. Member Naomi Patridge stated that the Roundtable needed to respond in order to correct the record, and that she appreciated Chairperson Newman's response letter to the Report. Chairperson Newman responded to Ms. Patridge's comment, indicating that he wrote the response letter because he knew the Roundtable was not going to meet for a while and that a response was needed immediately.

Member Steve Toben pointed out that among the parties interviewed for the Grand Jury Report were past and present Roundtable members and other stakeholders that know the organization well. Mr. Toben indicated that he was not interviewed for the Grand Jury Report, but had he been, he would have joined in some of the complaints that were expressed in the Report. Mr. Toben stated that he agreed with many of the deficiencies that were cited by the Grand Jury. He also stated that he was concerned that there wasn't enough time for the Roundtable to draft a response that all the members would be able to review and, if they see merit in the Grand Jury Report, possibly dissent with some of the points in the Roundtable's response. Chairperson Newman responded by saying that neither he, nor the Roundtable staff, had a plan for responding because it was not a foregone conclusion that there would be a response, though he was not surprised that other Roundtable members do want to respond. He indicated that he wanted to see if there was a motion to respond, how the framer of the motion would like to proceed because of the time crunch and no other Roundtable meeting planned until November. He stated that there were a lot of folks that want a response letter, but that he wasn't comfortable knowing what that letter should say. Member Ken Ibarra indicated that it is important for the Roundtable to respond, but that he thinks the Roundtable could improve on how they help their communities.

Vice Chairperson Sepi Richardson stated that she agreed with many of the comments made by fellow Roundtable members, but also felt that the Grand Jury Report was an opportunity to make improvements in the Roundtable process, and that there would not be the concerns there are if people were not being impacted by noise issues. Member Colapietro suggested that the Roundtable respond to the Grand Jury Report in the format indicated on the cover letter to the Report that was sent to the Roundtable jurisdictions. Member Chang added that he felt that Chairperson Newman's response was a good rebuttal, and that the Roundtable's response letter should adopt major parts of Mr. Newman's letter. Member Lee suggested that the letter also include elements from Gene Mullins' response, Chairperson Newman's letter, and Steve Alverson's staff report, and suggested that the Roundtable make a motion to correct the inaccuracies in the Grand Jury Report. Chairperson Newman requested that Mr. Lee include in his motion to circulate the letter electronically to Roundtable members, and if a majority approves, that he would execute the letter on behalf of the Roundtable. The motion was seconded by Ken Ibarra.

Member Michael Brownrigg stated he thought the Chair did a good job with his response, but felt that the recommendations made in the Grand Jury Report merit consideration. Member David Pine indicated that the Roundtable should respond in the format indicated by the Report, and that a special meeting should be held by the Roundtable. Chairperson Newman added that he thought it would be difficult to hold a special meeting before the October 4th deadline.

Vice-Chairperson Richardson stated that she felt that some of the recommendations in the Report are recommendations that could be used to make national changes. Member Richardson indicated that she too felt that the recommendations merited consideration, and that the Roundtable needs to do more to improve. Member Lee stated that the Roundtable had the vehicle to consider the Grand Jury's recommendations through its Work Program, but that there was no imperative to pick through the recommendations now; the Roundtable just needs to respond. Naomi Patridge also indicated that she felt that the work program was the appropriate place to consider the Grand Jury's recommendations. She felt it was just important to correct the inaccuracies of the Report, but also indicate that they would consider its recommendations. Vice-Chairperson Richardson questioned whether or not they could get an extension on the response deadline, and that she would not support the motion to accept Chairperson Newman's letter as the Roundtable's official response. Ken Ibarra clarified that the motion was to submit the sources for response to the Roundtable to read and approve as a response.

Steve Toben suggested that the response take the form of a court with multiple judges that will have a majority and minority opinion. Mr. Toben felt that this approach would more accurately reflect the variety of opinions represented by the Roundtable.

Steve Alverson clarified that the motion was to provide a draft response electronically and allow the members to vote. Chairperson Newman further indicated that Staff would be responsible for putting the response into the appropriate format. Steve Toben expressed his concern that this approach did not conform to the requirements of the Brown Act.

Chairperson Newman called for a vote on John Lee's **MOTION** for the Roundtable to direct Roundtable staff to prepare a response to the Grand Jury to correct, on the record, on the findings contained in the report. The Roundtable response would be based on the information contained within Chairperson Newman's response, former Chairperson Gene Mullins' response, and Steve Alverson's staff report. Chairperson Newman requested Mr. Lee to include in the motion that the letter be circulated electronically to Roundtable members, and allow members to object, and if a majority rejection is not received, then Chairperson Newman would execute the response letter on behalf of the Roundtable. The response would also acknowledge the recommendations provided in the Grand Jury Report, and would include a statement that the recommendations would be considered by the Roundtable at a future time. The motion **CARRIED**, with two members dissenting.

## **VI. Recommendation by the Operations and Efficiency Subcommittee re: Two-year Term Limits for the Chair and Vice Chair Positions**

Steve Alverson briefed the Roundtable on his memo on the Operations and Efficiency Subcommittee meeting related to the recommendation by Vice Chair Richardson's to amend the bylaws to allow for term limits in the Chair and Vice-Chair positions. There were three separate motions that were made: 1) Hold the terms of the Chair and Vice-Chair positions to a twenty-four month period; 2) Allow for bi-annual elections; and 3) Prevent re-election of the Chair and Vice-Chair until four years after their last terms. Steve informed the Roundtable that he performed some additional analysis of the proposed bylaw amendments, which indicated that the current

bylaws allows for a total of 20 leadership opportunities, versus the proposed amendment, which would provide for 10 opportunities. Steve concluded by directing the Roundtable that they had four voting options: 1) accept the proposed amendment in total; 2) accept one or more of the recommendations; 3) take another action; or 4) reject the subcommittee's recommendations wholly.

Comments/Concerns/Questions: Jeff Gee asked what has occurred over the last ten years in terms of service as Chair and Vice-Chair, and whether or not the chairmanship has rotated in accordance with Table 1 of the Staff Report. Chairperson Newman indicated that it has not, and that it has rotated three times in the last 10 years. A couple members, including Member Lee, expressed the opinion that the role of Roundtable Chairperson was highly technical, and that they did not feel they would be qualified for such a position. Member Art Kiesel further added that Roundtable membership is an appointed position by a city mayor, and there's a chance that you might not be appointed back to the Roundtable the next year, which, if you were elected Chair or Vice-Chair, would cause a disruption. Member Patridge indicated that it's a lot of time and work to be Chair or Vice-Chair, and you need to know a lot about airport noise. Ms. Patridge indicated that she did not agree with the idea of a term limit.

Chairperson Newman indicated that there is a steep learning curve to serve on the Roundtable and it takes a few years to understand everything. While he thought there were merits to the subcommittee's recommendations, he indicated that he felt the Roundtable does a good job of selecting its Chair and Vice-Chair and that he would vote against the subcommittee's recommendation. Vice-Chairperson Richardson indicated that she felt the Roundtable had not done a good job with rotation of leadership, that the current process does not work, and that the subcommittee's recommendations have merit.

Member Chang indicated that he felt the idea of rotational leadership has appeal; however, the Roundtable doesn't want to be in a position where they were forcing people into the leadership role because they've run out of options. He also added that the stability and efficacy of the Roundtable should be the top priority, because those serving do so at the pleasure of their mayors. He concluded that they were there to represent their communities. Member Lee stated that the Roundtable has term limits every year, when they decided whether or not to re-elect or choose new chairs or vice-chairs. He concluded that this process has worked for 30 years, and he saw no need for change. Member Toben indicated that he came in leaning toward supporting these motions, but now questioned whether this was the best solution to a deeper problem that he sees with the fact that the current chair is not an elected official. Mr. Toben indicated that the purpose of the Roundtable is to represent the public's concerns, and that not being an elected official can shape one's perspective, whereas elected officials have to answer to the community. He favored the recommendation made in the Grand Jury calling for the chair and vice-chair to be elected officials, and suggested altering the motion to require that elected officials can only serve as Chair and Vice-Chair.

Member Patridge indicated that the Grand Jury contradicted itself because it stated that it wanted the public to serve on the Roundtable, which would conflict with the idea that only elected officials could serve as Chair or Vice-Chair. Member Patridge also said any member should be able to serve as Chair or Vice Chair even if they are not an elected official. If a member is putting in the time, they should have an equal opportunity to serve as Chair or Vice Chair. Member Digre suggested the issue is not term limits, but the lobbying/nominating system, so people do not feel they cannot be nominated. Ms. Digre also added that there will not be many people who come along with the complete technical background needed, and that should not hold the Roundtable

back from nominating someone. Member Chang added that the Roundtable was formed by a grassroots movement and that the community would always hold them accountable.

John Lee **MOVED** to reject all of the subcommittee's recommendations. The **MOTION WAS SECONDED** by Ken Ibarra. The **MOTION PASSED** with two members dissenting.

## **VII. SFO Runway Safety Area Improvement Program Environmental Assessment**

This item was continued to November 2011 Meeting.

## **VIII. FY 2011-2012 Work Program Items**

### **A. Report Back on the Brisbane Aircraft Noise Workshop**

Bert Ganoung provided a presentation on SFO's study into overflight noise issues in the City of Brisbane. He stated that Brisbane has a consistently high number of complaints, but that complaints have risen in the last two years. Bert indicated that SFO met with Brisbane City Council, who asked them to analyze overflight noise. He stated that SFO analyzed operations from 2000-2010; airlines and aircraft types; historic noise and flight tracks; measured and analyzed four locations in Brisbane from 10/28/10 – 11/18/10 and three locations from 4/27/11 – 5/17/11. Bert provided information on the departure procedures at SFO, the results of their study, and what actions they are currently taking to work with airlines. Bert concluded that the departure procedures have not changed; that the number of flights at SFO has returned to 2000 levels; and that annual CNEL levels in Brisbane are consistently below 56 dB CNEL 1999-2011.

Comments/Concerns/Questions: Michael Brownrigg inquired why use CNEL if it is an average of noise. Bert indicated that CNEL is required under California state law. Chairperson Newman asked for clarification on why CNEL was adopted. Bert responded that CNEL and DNL are used by federal and state regulators to report noise exposure as an overall daily noise level. Vice-Chairperson Richardson stated that it was her understanding that CNEL was developed in the 1970's and that the FAA wants to make changes to it. Sue Digre asked if DNL was the same metric used to measure construction equipment, or if it was only for noise. Steve Alverson clarified that CNEL and DNL are metrics used for a range of transportation noise sources. Steve Toben stated that the CNEL metric is not effective, and that the Roundtable should do more to increase its effectiveness and respond to the people in Brisbane who are suffering from increased noise exposure. Chairperson Newman indicated that what the Roundtable was hearing from SFO were the facts as SFO understands them, and that other steps were being contemplated. Chairperson Newman pointed out that an aircraft noise workshop was being held on October 5<sup>th</sup> in Brisbane to try to further understand what the problem is, which is the first step to solving it.

Ms. Patty Daniel, traffic management officer at Northern California TRACON, indicated that she and representatives from Brisbane met with Congresswoman Jackie Speier to try and find relief for Brisbane. Ms. Daniel indicated that the problem was very complex because each aircraft requires its own "bubble" of airspace around it as it travels through the national airspace, every aircraft performs differently, and there are a variety of other variables involved. Ms. Daniel also stated that FAA is committed to working with Vice Chairperson Richardson and Brisbane without creating problems for air traffic controllers or shifting noise to other communities.

Chairperson Newman indicated that turns over Brisbane seemed to be occurring earlier because aircraft performance was improving. He asked if requiring aircraft to fly all the way out to the four-

mile marker would be one possible way to help Brisbane. Ms. Daniel indicated that this may be possible, but that safety and efficiency of the airspace system must also be considered.

Vice-Chairperson Richardson indicated that she appreciated Ms. Daniel's work on the problem. Vice-Chairperson Richardson described the aircraft noise concerns in Brisbane, including overflights every two minutes beginning at 6 A.M and continuing late into the night. Chairperson Newman thanked Ms. Daniel for her input.

Member Digre suggested that maybe airlines were not doing a good job of forcing their pilots to fly the published procedures. Bert Ganoung indicated that some airlines, like Emirates, were issuing "final letters" to pilots that did not fly the published procedures. Member Gee inquired why it had taken so long for the Roundtable to address the noise issue in Brisbane. Chairperson Newman indicated that the focus of the work had not been with the Roundtable, but that it was now being brought to Roundtable. He indicated that the Roundtable was now working with FAA on the problem, and that the work program could be amended to include regular check-ins on the Brisbane issue. Vice-Chairperson Richardson indicated that the problem started with the Roundtable when her complaints were not responded to. Chairperson Newman disagreed.

Jeff Zajas, a resident of Brisbane, addressed the Roundtable and indicated that he and others have become involved because he felt SFO was not addressing the issue. He stated that aircraft were being directed over Brisbane, and that the published route was not being followed. Clay Holstein, City Manager of Brisbane, also spoke and indicated that the noise problem has grown increasingly worse. He stated that the City of Brisbane would work to involve Roundtable staff in the City's future meetings with FAA and SFO. Steve Alverson reaffirmed the date and time of the Brisbane meeting.

## **B. Fly Quiet Program Quarterly Report**

Bert Ganoung presented the Fly Quiet Quarterly Report. He stated that the second quarter remained status quo with the first quarter, though a few more noise exceedances did occur last quarter. Mr. Ganoung indicated that nighttime preferential runway use averages got skewed this quarter due to weather and construction. Shoreline departure rating went up this last quarter. He stated that SFO got commitments from Emirates to not fly that procedure. He concluded that gap departures are trending upwards and that Foster City arrival ratings went up.

Comments/Concerns/Questions: There were no questions or comments.

## **C. Presentation of the New SFO Airport Community Roundtable Website**

Media Consultant Carla DeLuca gave a presentation on the new Roundtable website, which she indicated was in its final phases. She explained that the site would be done in the next 5-6 weeks, and that it has been designed for longevity and to serve as an archive that the public can access.

Comments/Concerns/Questions: Jeff Gee inquired why it had taken so long to build. Ms. DeLuca responded that county downsizing caused her company to be in charge of other planned tasks, and that they lost six weeks when their county contact went on medical leave. Mr. Gee indicated that timeliness of information is important. Ms. DeLuca responded that this is one reason why the Roundtable was considering not using the County to host the website.

## **D. Review/Approval of Roundtable Proposed Budget Expenditures for FY 2011/2012**



This item was continued to November 2011 Meeting.

**E. SFO Update on Air Traffic, Noise, and Work Program Items**

This item was continued to November 2011 Meeting.

**F. Report on Caltrans Airport Land Use Handbook Update Effort**

This item was continued to November 2011 Meeting.

**G. Roundtable Letter to Congressional Delegation Regarding 60 CNEL Standard**

This item was continued to November 2011 Meeting.

**H. Update on Federal Research on Airport Noise**

This item was continued to November 2011 Meeting.

**IX. Aviation Noise News Update**

Steve Alverson presented the noise news update, indicating that FAA reauthorization has been a constant issue and resulted in a temporary FAA shut down. As such, ticket taxes were not collected and construction projects stopped during the shutdown. Mr. Alverson indicated that Congress held an emergency meeting to come up with a short-term deal, which will expire on Sept. 16th. The second item Mr. Alverson discussed was aircraft operating here at SFO in the future, which will include Boeing's 787 Dreamliner. Boeing claims the 787 is 30% quieter than similarly sized aircraft in use today. Steve indicated that Staff would report certification numbers to the Roundtable when available. Steve concluded that for the 2012 program year, there are no aircraft noise projects for consideration in the Airport Cooperative Research Program for 2012, but that we hope this will change for future years.

Comments/Concerns/Questions: None.

**X. Member Communications/Announcements**

Member John Lee reminded the Roundtable that Sunday was the tenth anniversary of 9/11 and encouraged fellow members to share in a moment of silence at 10 A.M. that day.

Chairperson Newman informed the Roundtable that with the departure of Dave Carbone, Steve Alverson and ESA Airports are taking on a more significant role, some of it above their current contract obligations. Mr. Newman indicated that this was an opportunity to maybe seek to rectify some of this of the budgeting issues that exists between the County and the Roundtable, and that they are exploring some options. He indicated that ESA Airports would likely takeover the entire staff function, as they did with this meeting. He concluded that it was his intent to vest the expenditure of Roundtable's funds with the Roundtable. Chairperson Newman said that he expected to get back to the Roundtable in November with an agenda item on the budget, but that he wanted to make Roundtable members aware of the challenges the Roundtable is facing with changes in Roundtable Staff personnel.

Naomi Patridge indicated that she would not be available for the October 5<sup>th</sup> Brisbane meeting.

Vice-Chairperson Richardson suggested that the Roundtable get volunteers to work on the budget issue.

Comments/Concerns/Questions: None.

## **XI. Adjourn**

The meeting was adjourned at approximately 9:40 PM.