

action upon the following items listed in this notice. The public is invited to attend and provide their input or comments.

ITEMS:

1) Call to Order/ Roll Call

2) Comments from the Public on Issues not on this Agenda: The Administration Committee will receive comments from the public at this time on matters not on the agenda. Matters raised at this time may be briefly discussed by the Administration Committee and/or placed on a subsequent agenda.

3) Future Committee Meetings

4) General Business Items:

- a. Review / Approval of Minutes
- b. Presentation by Donald Parks regarding scope of CCDA work.
- b. Report on research for a vendor to do minutes – CBSC
- c. Hiring of an Executive Director
- d. Status of development of CCDA By-Laws

5) Legislation

- a. AB 2516 – Assembly Member Hill: Amend Gov. Code 12955.1 and add HSC 17926.5

6) Finances/Future Funding

- Development of Budget Change Proposal (BCP) for FY 2011 / 2012

7) Future Agenda Items: The Administration Committee may discuss and set for action on future agendas, procedural and substantive items relating to state building regulatory programs, Commission policy, and administrative matters.

8) Adjourn

The Administration Committee meeting is operating under the requirements of the Bagley-Keene Open Meeting Act set forth in Govt. Code Section 11120-11132. The Act generally requires the Administration Committee to publicly notice their meetings, prepare agendas, accept public testimony, and conduct their meeting in public unless specifically authorized by the Act to meet in closed session.

- ❖ **Meetings are subject to cancellation; agenda items are subject to removal or items may be taken out of order.**
- ❖ **The Administration Committee meets under the authority of Government Code § 8299.**
- ❖ **The Administration Committee may hold a closed session on pending or proposed litigation involving the Commission [Govt. Code § 11126(e)] and personnel matters and performance review relating to the Commission [Govt. Code § 11126(a)].**
- ❖ **The meeting facilities and restrooms are accessible to individuals with disabilities.**
- ❖ **Each CCDA Committee meeting will provide a teleconference line, large print agendas, and captioning.**

- ❖ Requests for accommodations for individuals with disabilities (assistive listening device, Braille, etc.) should be made to the Commission office no later than 10 California working-days prior to the day of the meeting.
- ❖ Technical difficulties with equipment experienced prior to or during the meeting preventing or inhibiting accessibility accommodation is not cause for not holding or terminating the scheduled meeting.
- ❖ If Paratransit services are needed, they may be contacted at (916) 429-2744, TDD (916) 429-2568 in Sacramento. Sacramento Regional Transit (www.sacrt.com) has public transit available the day of the meeting. For alternate routes contact Sacramento Regional Transit at (916) 321-BUSS (2877); for hearing impaired (916) 483-HEAR (4327).
- ❖ For the latest information on meeting status, check the Building Standards Commission Web Site: <http://www.bsc.ca.gov/>, click on the CCDA tab.
- ❖ Questions regarding this notice and agenda may be directed to Stephanie Davis at (916) 263-0916 or at 2525 Natomas Park Drive, Suite 130, Sacramento, California 95833.