

meeting agenda

Project Initiation Document (PID) Improvement Process

Date: 12/17/08 9:00 AM – 5:00 PM

Location: San Mateo Credit Union Headquarters
350 Convention Way
Redwood City, CA 94063

9:00 am – 9:10 am

Welcome and Introductions

- Review agenda and meeting outcomes
- Self-introductions

9:10 am – 9:30 am

Expectations for Improvements to the PID Process

- Caltrans and local partners

9:30 am – 10:20 am

Review Legislative and Regulatory Requirements

- Overview of requirements
- Discussion

10:20 am – 10:35 am

break

10:35 am – 11:30 am

Review of Policy Guidance

- Requirements and implementation
- Discussion

11:30 am – 12:30 pm

Working Lunch

Expectations and Needs of Local Partners

- Presentation
- Discussion

12:30 pm – 1:45 pm

Balancing Caltrans' and Partner Needs in PID Development

1:45 pm – 2:00 pm

break

2:00 pm – 3:30 pm

Opportunities for Change in the PID Process

3:30 pm – 5:00 pm

Develop Action Plan and Next Steps

5:00 pm

adjourn