

# CAG Meeting Minutes

**Subject:** West Valley Community Advisory Group (WV CAG) Meeting #2  
 I-10 and I-15 Corridor Projects, San Bernardino County

**Date:** May 16, 2013 at 6:00 PM

**Location:** Ontario Convention Center, Ontario, CA

**Participants:** A total of 15 CAG Members participated at WV CAG Meeting #2, including 14 WV CAG Members and 1 East Valley CAG Member.

<b>WV CAG Members in Attendance</b>	<b>Affiliation</b>
Dr. Kenneth S. Alpern	The Transit Coalition
Lina Chu (Michael Macias attended on her behalf)	Asian Real Estate Association of America (AREAA)
Phillip Cothran	Cothran Insurance Agency Inc.
Lynda Gonzalez	M.A.S. Auto & Truck Electric Corp.
Dennis Gutierrez	Inland Empire Hispanic Leadership Council
John Husing	Economics & Politics, Inc.
Michael (Mike) James	Ceramic Tile Contractor
Michael Krouse (Traycee Mayer attended on his behalf)	Ontario Convention Center and Visitors Bureau
Jonnie Long	Retired, Inland Empire resident for 65 years
Roy Mabry	Association of Black Correctional Workers (ABCW)
Danny Marquez	SB County Veterans Advisory Board / Veterans Partnering With Communities
Marie E. Shahani	Fontana Community Senior Center
Matthew Slowik	Retired - Land Use Services Department, San Bernardino County
Luis Vaquera	Fontana Unified School District
<b>Other CAG Members in Attendance (non-WV CAG)</b>	<b>Affiliation</b>
Valerie Henry (EV CAG Member)	Devore Rural Protection Association (DRPA)
<b>WV CAG Members not in Attendance</b>	<b>Affiliation</b>
Michael P. Biagi	California Polytechnic, Pomona
David Buxbaum <i>Attended EV CAG Meeting</i>	Buxbaum & Chakmak
Jeff Caldwell	ATU Local 1704
John Heimann	Building Industry Association
Beth Kranda	Valley Transportation Services (VTrans)
Toni Levyssohn	Community Senior Services
Penny Newman	Center for Community Action and Environmental Justice (CCA EJ)
Christine C. Pham	Victoria Gardens
Linda Sargent	ThorneSarge Consulting
Faiz Shah	Islamic Center
Dr. D. C. Nosakhare Thomas	Rainbow Community Praise Center
William Waddingham	Rotolo Chevrolet

<b>Other (non-CAG Members)</b>	<b>Affiliation</b>
Monique Molina	City of Fontana
Arnold San Miguel	Southern California Association of Governments (SCAG)
Doug Sawyer	Parsons Brinckerhoff
<b>San Bernardino Associated Governments (SANBAG) and Consultants</b>	
Garry Cohoe	Director of Project Delivery, SANBAG
Chad Costello	Public Information Officer, SANBAG
Dave Speirs	Parsons
Edgar Gutierrez	Lee Andrews Group, Inc.
Tito Corona	Lee Andrews Group, Inc.
Robbin Oshita	Lee Andrews Group, Inc.

## MEETING NOTES

### *I. Welcome*

CAG Members were greeted by Mr. Garry Cohoe, SANBAG's Director of Project Delivery. As part of his welcoming remarks, Mr. Cohoe notified the group of the untimely passing of Donna Andrews, President of Lee Andrews Group, the outreach consultant that had helped facilitate the CAG Kick-Off meetings.

Mr. Cohoe then briefly went over the meeting agenda which outlined the presentation topics that would be discussed with the CAG Members. It was noted that questions and comments from CAG Members were welcome throughout the presentation as a key objective of the meetings is to generate input from CAG Members.

### *II. CAG Member Reports*

Each CAG Member was asked to provide an update regarding the CAG Membership responsibilities they have carried out since the CAG Kick-Off meeting in February 2013. In general, CAG Members highlighted their efforts to inform and generate feedback from their affiliated groups and other members in the community on the I-10 and I-15 Corridor Projects. Some CAG Members also identified the briefing opportunities they helped generate for SANBAG as well as other groups that should be considered. Below is a brief overview of some of the updates that were shared by the CAG Members:

- Danny Marquez reported that he had identified an opportunity at for Fontana's Veterans Community Health Wellness & Benefit Resource Fair; however, the event did not offer the setting that SANBAG requested for the briefing. Mr. Edgar Gutierrez, Lee Andrews Group – SANBAG's Outreach Consultants, indicated that SANBAG would welcome the opportunity at any other future events even if a speaking opportunity was not available.
- Mr. Mathew Slowik noted his participation at SANBAG's briefing to the Fontana Rotary Club. He also suggested briefing opportunities with the Fontana Kiwanis Club and the Exchange Club, and recommended contacting WV CAG Member William Waddingham for a briefing opportunity with the Fontana Chamber of Commerce. Mr. Slowik also asked if SANBAG had considered giving 1-2 free Express Lanes passes for people that want to experience the toll roads (e.g. SR-91).
- Ms. Jonnie Long arranged SANBAG's briefing with Fontana's Historical Society which was received very well by the members. She also offered to distribute information at the Fontana Days Centennial Celebration which is being held from May 30<sup>th</sup> to June 2<sup>nd</sup>. A member of SANBAG's outreach team will contact Ms. Long to follow up on this opportunity.
- Mr. Dennis Gutierrez helped arrange the briefing with the Inland Empire Hispanic Leadership Council. He also suggested for SANBAG to hold a briefing with the Moreno Valley group. A member of SANBAG's outreach team will contact Mr. Gutierrez to follow up on this opportunity.
- Ms. Traycee Mayer attended the meeting on behalf of CAG Member Michael Krouse. As the General Manager for the Ontario Convention Center, she expressed excitement for being able to host the CAG Meeting and thanked all of the participants for their attendance.
- Ms. Valerie Henry reported that she passed out information to Devore residents at a community meeting. However, she noted that this information raised more questions than she could answer. For the most part, people were

concerned about how the Express Lanes would function – weather it would serve as a toll lane only or a joint HOV/Express Lanes. People also wanted know about the associated costs to use the Express Lanes, particularly for the I-15 corridor. Ms. Henry also indicated that people raised questions at a Devore Water Company meeting where the topic of the I-10 and I-15 Corridor projects was raised. People were for the most part interested on traffic flow impacts to the I-15 and I-215 interchange. A member of SANBAG’s outreach team will contact Ms. Henry to discuss future opportunities to brief groups that raised questions on the projects.

- Mr. Roy Mabry indicated that he sought feedback via email from a group of 2,600 members that he manages for the Association of Black Correctional Workers. For the most part he received calls from a lot of people in Bakersfield that were upset because they were currently being displaced due to a new freeway project that was aligned through their neighborhood.
- Dr. John Husing reported that he spoke with the Inland Empire Economic Partnership’s Executive Committee and Board about both of the corridor projects. He said that the major corporations involved are overwhelmingly in favor of Express Lanes as it reduces the traffic impacts and provides reliable transportation options. However, some raised concerns about media reports which seem to indicate that the Express Lanes on the I-110 Harbor Freeway aren’t being used. Yet, most seemed to agree that there aren’t many options left to address the growing transportation deficit. Dr. Husing also noted that he had been contacted by the consultant that is conducting the Equity Study for the I-10 and I-15 corridor projects to discuss the effects on lower income families. He said that his opinion was that if the lanes are successfully executed, then congestion relief benefits will also be seen on the general purpose lanes.
- Ms. Marie Shahani informed that she had presented information on the corridor projects to groups at the Fontana Senior Center and Community Center. She prepared hard copies of the fact sheets for the meeting participants and encouraged all in attendance to visit the project website ([www.i10CorridorProject.org](http://www.i10CorridorProject.org)). Some people said that they would be unwilling to pay for access to the Express Lanes and small businesses raised issues about limiting egress and ingress points as these affect access to their businesses.
- Dr. Ken Alpern stated that the I-10 and I-110 projects will eventually result in congestion relief for the general purpose lanes. He noted that the media reports were premature as the Express Lanes typically take 9 months to start showing the overall benefits. Dr. Alpern said that the toughest issue to overcome is people’s view on Express Lanes as a form of double taxation. While he supports the Express Lanes alternative, he suggested placing stronger emphasis on integrating and enhancing transit and vanpool services through the Express Lanes system. Dr. Alpern also suggested that businesses should be offered tax credits for offering Express Lanes to their employees.\
- Mr. Luis Vaquera noted that this was his first meeting as a CAG Member, but has received initial feedback through discussions with some of his contacts. He said that people are mostly concerned about the cost and whether it will alleviate traffic. Yet, they stated that they were not happy with the existing traffic issues and recognized that sustainable traffic relief was needed. Mr. Vaquera indicated that he is involved with PTAs and school districts, which are groups that he intends to keep informed as part of his CAG membership responsibilities. He also offered to help run any videos or information for the projects on Fontana’s local channel – KFON.

PowerPoint Presentation – Following the aforementioned items, the remaining agenda items were discussed with the use of a PowerPoint presentation (a hard copy of the presentation was given to each of the CAG Members), which included the following discussion topics outlined in the sections below.

### **III. Meeting Minutes**

A hard copy of each of the CAG Kick-Off meeting minutes (East Valley, High Desert, and West Valley) were provided to CAG Members in attendance as part of their informational packet for CAG Meeting #2. Mr. Edgar Gutierrez, Lee Andrews Group – SANBAG’s Outreach Consultants, briefly discussed the contents of the meeting minutes and asked CAG Members if they had any questions or comments. No comments were provided.

### **IV. Update on Outreach Activities**

- *Briefings* –SANBAG has conducted a total of 57 briefings (as of May 14, 2013) and has several other briefings scheduled in the coming months. CAG Members were asked to assist with the identification of additional briefing opportunities that can be conducted prior to September 2013.
- *Grassroots Canvassing* – Mr. Gutierrez provided a brief update on the grassroots canvassing efforts which will be conducted starting in June 2013 to enhance outreach efforts for the I-10 and I-15 corridor projects. The purpose of these visits is to reach members in the communities that may not otherwise be reached via conventional and

electronic outreach methods. Locations could include city halls, libraries, police stations, community centers, businesses (e.g. business parks, large employers, small businesses, coffee shops, markets, etc.), cultural institutions, and other sites that attract visitors.

- *Project Website* – A new website has been developed for the I-10 Corridor Project ([www.i10CorridorProject.org](http://www.i10CorridorProject.org)) to provide a better way for the public to access the latest I-10 Corridor Project information and stay connected. The new website provides a dynamic platform which serves as a two-way communication tool to receive 'real-time' Project information while also allowing the public to provide input/comments. The website will also provide other means to stay connected with SANBAG, including Facebook and Twitter. Embedded within the website is a webpage dedicated for the I-15 Corridor Project. A separate I-15 website will be developed if the SANBAG Board decides to advance with the environmental study for that corridor.
  - *Action Item*: CAG Members were asked to visit [www.i10CorridorProject.org](http://www.i10CorridorProject.org) and review all of the contents, particularly the Questions & Answers webpage as well as the helpful links and videos. CAG Members will also share the website link with affiliated contacts and encourage them to access the website.
- *CAG Meetings Schedule* – As shown below, an updated schedule for the next two sets of CAG meetings was presented. The principal objective for CAG Meeting #3 is to share the preliminary Traffic and Revenue (T&R) results with the CAG Members. CAG Members will then have 6 weeks to share the T&R information with their affiliated groups and seek their input which will be shared at CAG Meeting #4. CAG Members will be informed immediately via email if there are any changes to the schedule.
  - CAG Meeting #3: Preliminary T&R Results
    - EV CAG – Tuesday, Sept. 10<sup>th</sup>
    - HD CAG – Wednesday, Sept. 11<sup>th</sup>
    - WV CAG – Thursday, Sept. 12<sup>th</sup>
  - CAG Meeting #4: T&R Feedback
    - EV CAG – Tuesday, Oct. 22<sup>nd</sup>
    - HD CAG – Wednesday, Oct. 23<sup>rd</sup>
    - WV CAG – Thursday, Oct. 24<sup>th</sup>

## V. SANBAG Board Updates

Mr. Cohoe provided a brief overview of the I-10/I-15 corridor project updates that have been shared with the SANBAG Board, including: Public Outreach update; Express Lane policy assumptions; Traffic & Revenue scenarios; and Equity Study scope. Mr. Cohoe also outlined the upcoming discussion items that SANBAG Board would be covering in upcoming Board Meetings, including: preliminary Equity Study results; Alternatives Considered but Withdrawn; preliminary Traffic and Revenue results; final Equity Study results; and, final Traffic and Revenue results.

## VI. Demystifying Express Lanes

The objective for this segment of the meeting was to further clarify the differences between the HOV and Express Lanes alternatives as well as further explain how the Express Lanes function. Information on the benefits and concerns for the managed lanes concepts being considered – HOV and Express Lanes – were shared as a reminder of the details that were covered at the CAG Kick-Off Meeting.

The main purpose of Express Lanes is to: 1) manage traffic to maximize the number of vehicles carried per lane; and, 2) generate revenue to fund a portion of needed transportation improvements.

There are numerous examples of Express Lanes in operation throughout the United States, with even more currently in construction or close to construction. A map of Express Lanes in the United States was shown to illustrate the 18 freeways that currently feature Express Lanes as well as 12 others that are under construction. The metropolitan areas with Express Lanes face issues that are similar for our region including: high traffic demand, limited right-of-way, and declining funding resources.

We don't need to look too far for examples of existing Express Lanes or those under consideration. There are currently three Express Lane systems in Southern California, including: SR-91 Express Lanes, Orange County; Metro Express Lanes, Los Angeles County; and I-15 Express Lanes, San Diego County. Background information on these projects was shared with CAG Members, including videos, survey results, and other pertinent information.

Additionally, Southern California Association of Governments (SCAG) is considering additional managed lanes throughout Southern California. SCAG's 2012 Regional Transportation Plan (RTP) concluded that even with the concentrated effort to reduce congestion through infrastructure investment, the demand on the system, including the I-10 and I-15 corridors in San

Bernardino County, continued to exceed capacity. As such, Express Lanes are considered a practical approach for our region to increase corridor throughput for some of our most congested freeways.

Most recently, the Riverside County Transportation Commission (RCTC) approved the expansion of the existing SR-91 Express Lanes from the County line to I-15. SR-91 in Riverside County ranks among the nation's worst commutes, with traffic congestion on eastbound 91 between Anaheim and Corona ranked among the worst 15 areas in the nation. As such, RCTC approved the 91 Project to provide traffic relief through the addition two express lanes on SR-91 in Riverside County. Improvements also will be made to interchanges, bridges, ramps and local streets. Construction is planned to start in early 2014, with new lanes expected to open in 2017.

### ***VII. Overview of I-10 and I-15 Corridor Geometrics***

Dave Speirs, Parsons – SANBAG’s Engineering Consultant, presented an overview of the alternatives that are being considered for the I-10 and I-15 corridor projects.

The I-10 Corridor project is considering 3 alternatives: No-build; One HOV lane in each direction; and, Two Express Lanes in each direction. Due to limited funding, the only build alternative being studied for the I-15 Corridor is the addition of two Express Lanes. The Strategic Plan and 10-Year Delivery Plan financial analysis concluded that traditional funds will not be available to construct additional lanes on the I-15 without an additional source of funding such as toll revenue.

While other alternatives have been considered for the I-10 corridor, initial review has shown that these alternatives do not meet purpose and need as effectively as the build alternatives that are being considered. The right-of-way (ROW) constraints, both physical and fiscal, also show that we only have enough ROW to construct a maximum of two additional lanes in each direction. As such, we need to utilize our resources wisely including consideration of a system that can optimize traffic throughput.

SANBAG aims to provide standard lane widths and other roadway design features wherever possible. However, in some locations it is either not financially feasible (e.g. would impact an existing structure that would not otherwise have to be replaced) or it would result in an unacceptable ROW impact. In these locations, a reduced cross-section is applied which would reduce the width of the median (inside) shoulder, Express Lanes, and general purpose lanes 1 and 2. For example, a large portion of the corridor from the County Line to the I-15 system interchange utilizes the minimum reduced standard cross section due to ROW constraints.

### ***VIII. Traffic and Revenue (T&R) Study and Financial Analysis Overview***

The purpose of the T&R Study is to project with a high level of confidence the traffic volumes and revenue from the Express Lanes, and determine if the Express Lane improvements are financially feasible.

The T&R Study process is a complex, iterative process that incorporates existing traffic and socioeconomic data into a regional model that projects corridor growth and traffic patterns. This growth and traffic information is input into a computer simulation model, which is run multiple times to generated projected trip tables. The projected trip tables are then used to generate the final T&R Study output: traffic in Express Lanes, revenue and toll sensitivity.

As part of the T&R Study, sensitivity analyses are performed based on varying the assumptions in the overall model.

Preliminary Express Lane Policy assumptions that will be evaluated for the T&R Study include the following:

- *Maximize “Throughput” or “Revenue”* – The management strategy of the Express Lanes can be to maximize throughput, maximize revenue, or a blend of the two options. Various T&R scenarios will be run to provide data for both of these options including a blend of the two. Further study and analysis will be conducted after receiving the initial (T&R) results.
- *Eligibility for Free or Reduced Toll for HOV 2+, HOV 3+ -* T&R scenarios are being run for various options of free and discounted tolls for HOV 2+ and 3+ to test operational and revenue sensitivity. Further study and analysis will be conducted based on the initial T&R results.
- *Minimum Toll Rate* – For the initial T&R analysis, a minimum toll rate of \$0.135, consistent with other operating Express Lanes, per mile will be assumed. One of the T&R scenarios is with no minimum toll rate. Further study and analysis will be conducted based on the initial T&R results.
- *Toll System* – A cashless electronic toll collection system utilizing both transponders and plate detection system is assumed.

- *I-10 Toll Strategy* – For the initial T&R analysis four project segments are defined (LA County Line to I-15; I-15 to I-215; I-215 to SR-210; SR-210 to Ford St.) in which consistent toll rates will be charged and guaranteed. A similar strategy for the I-15 is assumed. Further study and analysis will be conducted based on the initial T&R results.
- *Hours of Operation* – Express Lanes will be operated 24 hours.
- *Tolling of Trucks* – Only light two axle trucks are permitted. Heavy trucks will not be permitted.

Results of the T&R Study will be used with the project cost estimate to develop an overall project financial plan. Details of the project financial plan are currently being developed, and will be presented at the next CAG Meeting #3.

### ***IX. Overview of Environmental Activities***

CAG Members were informed of the environmental technical studies that have been initiated since the CAG Kick-Off Meeting, including: aesthetics, biological studies, community impact assessment, cultural/historical studies, noise, and parks/recreation.

*Equity Study* – Equity of Express Lanes for low-income travelers is an issue that needs to be considered. In order for SANBAG to implement tolling policies successfully, those who are affected by the policies must believe that they have been treated fairly. To gain an understanding of this topic an equity study has commenced. The scope of the study will be focused on low-income and transit-dependent populations. The scope of the study includes reviewing literature on the subject; developing maps of key stakeholder populations; conducting local policy maker and stakeholder interviews; conducting focus groups along each corridor; conducting expert interviews and peer review of report; and providing an equity study report.

### ***X. ACTION ITEMS for CAG Members (to be conducted prior to CAG Meeting #3)***

- Assist with the identification of *briefing opportunities* for SANBAG.
- Provide updates to affiliated groups – share general updates presented at CAG Meeting #2 and seek input.
- Visit [www.i10CorridorProject.org](http://www.i10CorridorProject.org)
  - Review all website contents
  - Share website link with affiliated contacts
- If you have a *Facebook* account, please:
  - Visit and “*Like*” the [I-10 and I-15 Corridor Projects page](#)
  - Encourage your Facebook contacts to “*Like*” the page to keep updated on the projects via Facebook.

### ***XI. Additional Questions and Comments***

See below for an overview of the questions and comments that were raised by CAG Members at WV CAG Meeting #2.

Q: What’s the throughput goal for Express Lanes to operate successfully?

*Response:* The throughput goal is for each Express lane to carry between 1,700 and 1,800 vehicles per hour.

Q: Are there case studies for Express Lanes in our region?

*Response:* As part of the CAG Meeting #2 presentation materials, three case studies are showcased to illustrate Express Lanes in other cities, including: SR-91 Express Lanes, Orange County; Metro Express Lanes, Los Angeles County; and I-15 Express Lanes, San Diego County.

Q: Are there enough funds to develop both, the I-10 and I-15 corridor projects?

*Response:* The Preliminary Toll & Revenue Study concluded that there were funds for both corridors. The Advanced Toll & Revenue Study will confirm that. The Advanced Toll and Revenue results are expected for the September CAG Meeting #3.

Q: Why is does the I-10 corridor propose an alternative for only 1 HOV lane? Why not 2?

*Response:* Traditional transportation funds are not available to construct more than 1 HOV lane on the I-10 corridor.

Q: Why can you only fit 1 HOV lane versus 2 Express Lanes?

*Response:* There aren't enough traditional funds to obtain the required right-of-way and construct 2 HOV lanes. The Express Lanes alternative allows for 2 lanes due to the additional source of revenue that tolls provide.

Q: What is the width of general purpose lanes on the I-10 from Fontana to Ontario?

*Response:* The lanes are primarily 12 feet wide. At some locations, the lanes may be reduced to 11 feet wide.

Q: Has Las Vegas or Barstow been approached for increasing support for Express Lanes?

*Response:* No, those cities have not been approached.

Q: Has there been any discussion for truck toll lanes on the I-15, from SR-60 to the Cajon pass?

*Response:* No, we have not had that discussion. The SCAG Regional Transportation Plan (RTP) includes truck lanes that extend from the ports to the I-15/I-10 junction.

Q: Will we be seeing how much more capacity we'll get with building the Express Lanes?

*Response:* Yes, each Express lane offers approximate throughput of 1,700 to 1,800 vehicles per hour per lane, whereas congested General Purpose lanes operate at 800 to 1,000 vehicles per hour per lane.

Q: Has SANBAG determined where the excess toll revenue will be allocated?

*Response:* Excess revenue is not anticipated until many years after construction. However, after the Express Lanes have been paid back, the excess revenue would be used to fund ongoing maintenance costs and additional transportation improvements along the corridor. The State legislation required for the Express Lanes will dictate where excess revenue can be spent. Existing Express Lane legislation requires the excess revenue to be spent on transportation improvements within a certain distance of the corridor.

Q: How long will it take for the express lanes to start making profit?

*Response:* This information is being developed as part of the Advanced Traffic and Revenue Report, and will depend on the toll operating policy selected by the SANBAG Board of Supervisors. Additional details on the Traffic and Revenue results will be presented at CAG Meeting #3.

Q: Who will be in charge of allocating the excess revenues once the Express Lanes have been paid?

*Response:* That will be determined by SANBAG in accordance with state legislation pursuant to obtaining tolling authority for this corridor.

Q: Who will establish the legislation to define how the excess funds are spent?

*Response:* The State legislature will establish those policies.

Q: Are the SR-91 Express Lanes generating excess revenue?

*Response:* Yes, the SR-91 Express Lanes have been generating excess revenue.

Q: Would the freeway shoulders have to be reduced at ingress/egress points to allow space for the Express Lanes weave lane?

*Response:* In most locations, the freeway will be widened to accommodate the weave lane as well as the typical shoulders.

Q: Are the SANBAG Board meetings open for us to attend?

*Response:* Yes, they are open for anyone to attend.

**Questions and Comments Included in Comment Forms Submitted by CAG Members:**

C: The Ontario Convention Center is a much better venue as it is located closer to Fontana. SANBAG should continue to hold the meetings at this location.

*Response:* The Ontario Convention Center was offered at no-cost to SANBAG for WV CAG Meeting #2 only. As you may imagine, the costs for renting a meeting room at the Convention Center far exceeds the budget allotted for CAG meetings. As such, future meetings are anticipated to take place at publicly owned facilities along the corridor. SANBAG will continue to work with CAG Members to identify a location that is conveniently located for all meeting participants.

**Collateral Material Distributed**

The following Project materials were provided to each CAG Member in attendance:

- Meeting Agenda
- Comment Card
- CAG Meeting #2 PowerPoint slides
- CAG Kick-Off Meeting Minutes (East Valley, High Desert, and West Valley)
- List of briefings conducted by SANBAG
- EV CAG Member article on managed lanes – featured on Grand Terrace Area Chamber of Commerce’s Blue Mountain Outlook newsletter (April 2013)
- SANBAG’s April 2013 Street Smart Newsletter – featuring the I-10 and I-15 CAGs
- (25) ‘business cards’ for the I-10/I-15 corridor projects

**Next CAG Meeting**

- **WV CAG Meeting #3** will be held on Thursday, September 12, 2013 at 6:00 p.m. The meeting location will be confirmed by August 2013. CAG Members will receive updates and additional meeting details via email.
  - CAG Members with scheduling conflicts are welcome to attend any of the other meetings as long as they provide advance notice of which other meeting they plan to attend in lieu of their assigned CAG meeting.