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August 27, 2015

**MEMORANDUM**

**TO: RTF Policy Advisory Committee**

**FROM: Charlie Grist and Jennifer Anziano**

**SUBJECT: 2016-2018 Membership Balance and RTF Chair Transition**

Per the charter, the RTF membership is renewed approximately every three years. The current membership terms end at the end of 2015. The Council is currently soliciting a call for members to serve a three year term for 2016 through 2018. The call for members closes on August 31, 2015. Jennifer Anziano will work with other Council staff, the RTF Operations Committee, and the contract analyst team to develop the proposed member slate for Council consideration and adoption at their October meeting. To support this process, staff is seeking RTF PAC feedback on two specific aspects:

**1. The balance of expertise required to best support the workload anticipated for the RTF over the next few years.**

At the May 15, 2015 PAC meeting, staff teed up the topic of expertise balance. The 2011-2013 Expertise Matrix (posted on the agenda page) shows the balance for the current RTF membership. The PAC provided some suggestions for new areas of emphasis for the next round of members:

* Increased statistical and research design expertise
* More independent members
* More woman
* Ensuring there is a core group of members with experience going to market with measures

Staff would like to briefly revisit the question of expertise balance to capture any additional suggestions from the PAC.

**2. The transition plan for the RTF Chair position.**

Tom Eckman will be retiring at the completion of the Seventh Plan and does not intend to serve as RTF Chair for the next term. Staff would like to discuss with the PAC its proposal for filling this role going forward.