

STATE OF CALIFORNIA



MEMO

**To: EXECUTIVE COMMITTEE
GLENN STEVENS, CHAIR
RAMON ALVAREZ C., MEMBER**

Date: May 19, 2016

From: WILLIAM G. BRENNAN

Subject: DISCUSSION AND CONSIDERATION OF WHO WILL ATTEND THE OUT-OF-STATE TRIPS FOR THE 1ST HALF OF FISCAL YEAR 2016-2017 THAT WERE PREVIOUSLY APPROVED BY THE BOARD

BACKGROUND

At the February 10, 2016, General Board meeting, the Board members approved the following out-of-state travel plans for the first half of fiscal year 2016-2017.

- Executive Director and one Board member to attend the National Association of Motor Vehicle Boards and Commissions (NAMVBC) Fall Workshop in September 2016, in Denver, Colorado.
- Executive Director and one Board member to attend the Recreational Vehicle Industry Association's (RVIA) 54th National Trade Show in December 2016, in Louisville, Kentucky,

RECOMMENDATION

It is recommended that the Executive Director and a Board member as designated by the Board President be authorized to attend both functions.

If you have any questions concerning this matter, please contact me at (916) 324-6197 or Dawn Kindel at (916) 323-7201.

cc: Glenn Stevens