


SCSC Roundtable Actions - Status Tracking Matrix												
Reference Documents Located at the SCSC Roundtable website here: SCSC Roundtable meetings February 2019 - February 2020 (Prepared with information from Roundtable Meeting Minutes, correspondence, and information provided by the SCSC Roundtable and Consulting Staff, and subsequent responses from the FAA)												
Meet. ID	Initial Action Date	Action Made By	Topic of Action	Action ID	Motion	2nd	SCSC Roundtable Action - Description	Motion Status	Vote (Y,N,A)	Action Status	Comments	
M1	2/27/2019	SCSC Roundtable	Election of Chairperson	1	Bottorff	Turner	Member Bottorff's motion to have each candidate explain his or her background and interest in the Chairperson role was seconded by Member Turner. The motion was passed unanimously by the Roundtable.	Passed	Unanimous (10)	Addressed/Completed	(2 not counted) Carlos Palacios in attendance (no vote); Mike Wasserman appointed Steve Preminger and then left the meeting	
	2/27/2019	SCSC Roundtable	Election of Chairperson	2	Bottorff	Turner	Member Bottorff's motion to elect Member Bernald as the Roundtable Chairperson was seconded by Member Turner. The motion passed, with 6 ayes and 1 abstention (Member Wu) out of the 11 Roundtable Members present. Mr. Alverson later clarified that Member Bernald is now the Roundtable Chairperson, rather than the Interim Chairperson.	Passed	6,3,1 (2 non-vote)	Addressed/Completed	(2 not counted) Carlos Palacios in attendance (no vote); Mike Wasserman appointed Steve Preminger and then left the meeting	
	2/27/2019	SCSC Roundtable	Election of Vice Chairperson	3	Enander	Bottorff	Member Enander's motion to elect Member Matchak as Vice Chairperson was seconded by Member Bottorff. The motion passed unanimously. Mr. Alverson later clarified that Member Matchak is now the Roundtable Vice Chairperson, rather than the Interim Vice Chairperson.	Passed	Unanimous (10)	Addressed/Completed	(2 not counted) Carlos Palacios in attendance (no vote); Mike Wasserman appointed Steve Preminger and then left the meeting	
	2/27/2019	SCSC Roundtable	Bylaws Amended	4	Bottorff	Mathews	Member Bottorff's motion to amend the Article III, Item 3 bylaw language stating, "City and County representatives shall be elected officials from cities and counties," so that it reads, "The County representatives may be elected officials of the County Administrator or designee." Member Mathews seconded the motion. Member Bottorff later clarified that the motion include county and city officials, and that residents are not permitted to represent cities or counties. Chairperson Bernald called for a vote on the motion to amend the bylaws so that elected officials and staff are permitted to be members of the Roundtable while residents are not permitted to be members of the Roundtable. There was one abstention (Member Wu) and one nay (Member Watanabe) with all other members voting aye. The motion passed.	Passed	8,1,1 (2 non-vote)	Addressed/Completed	No Comments	
	2/27/2019	SCSC Roundtable	Bylaws Amended - Substitute Motion	4	Hendricks	Kou	Member Hendricks' motion to amend Member Bottorff's motion so that administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials can serve as primary Roundtable members, was seconded by Member Kou. Member Bottorff replied that he was not willing to amend his motion, to which Member Hendricks responded that he would make his motion a substitute motion. The substitute motion as seconded by Member Kou. Member Hendricks clarified that the substitute motion is to amend the bylaws so that Santa Cruz and/or Santa Clara County administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials of those Counties can serve as primary Roundtable members. Vote on the substitute motion to amend the bylaws so that administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials can serve as primary Roundtable members. There were 8 ayes. The substitute motion passed.	Passed	8,1,1 (2 non-vote)	Addressed/Completed	No Comments	
	2/27/2019	SCSC Roundtable	Bylaws Adopted	6	Enander	Matchak	Member Enander's motion to adopt the bylaws as amended was seconded by Vice Chairperson Matchak. The vote was called. Member Chao voted nay. All other members voted aye. The motion passed and the bylaws as amended were adopted. Member Chao later clarified that she voted nay because the Roundtable did not have time to review all of the bylaws	Passed	9,1,0 (2 non-vote)	Addressed/Completed	No Comments	
	2/27/2019	SCSC Roundtable	Future Meeting Schedule/Locations	--	--	--	Chair Bernald called a vote based on Member Hendricks' suggestion that the March 27, 2019 Roundtable meeting be held in the Santa Clara County Board of Supervisors' Chambers. Vice Chairperson Matchak requested that other Roundtable meeting times be investigated in order to increase participation. Mr. Alverson stated that the Santa Clara County Board of Supervisors' Chambers has been secured as a meeting location for the March 27, 2019 Roundtable meeting, occurring between 1:00 pm and 3:00 pm Pacific Daylight Time. This was passed on consensus.	Consensus	--	Addressed/Completed	No Comments	
M2	3/27/2019	SCSC Roundtable	Bylaws Amended	1	Bernald	Matchak	Chair Bernald's motion for the Roundtable to vote on if members would reconsider the motion from the last meeting regarding the bylaws was seconded by Member Matchak. The motion would essentially reset the bylaws to how they were originally written, mandating that everyone on the SCSC Roundtable to be an elected official only. This vote was to see if everyone on the Roundtable body would be ok with resetting the bylaws. The vote passed unanimously, minus the two individuals who could not vote.	Passed	Unanimous (10)	Addressed/Completed	(2 not counted) Martin Bernal, City of Santa Cruz, City Manager; Carlos Palacios, County of Santa Cruz, County Administrative Officer	
	3/27/2019	SCSC Roundtable	Bylaws Amended	2	Hendricks	Matchak	Member Hendricks' motion to change the Bylaws was seconded by Member Matchak and Member Bottorff. The motion was to amend the bylaws to read, "The county representatives may be elected officials or the County Chief Executive Officer. Each county representative shall also have one alternate, which is also an elected official or a Chief Executive Officer or staff designee." The vote carried with 9 in favor to 1 opposed. 2 abstain. As a result of the vote, Member Palacios became a voting member of the Roundtable.	Passed	9,1,0 (2 non-vote)	Action Initiated	(2 not counted) Martin Bernal, City of Santa Cruz, City Manager; Carlos Palacios, County of Santa Cruz, County Administrative Officer	
	3/27/2019	SCSC Roundtable	Future Meeting Schedule/Locations	3	Hendricks	Watanabe	Member Hendricks' motion for Roundtable members to vote on the schedule for future meetings and locations was seconded by Member Watanabe. The schedule for future meetings and locations determined at this time included: 4/9/2019 at SFO at 10am; 4/24/2019 at City of Santa Clara 1:00pm to 3:00pm; 5/22/2019 at City of Santa Clara 1:00pm to 3:00pm; 6/26/2019 at Santa Cruz County 1:00 pm to 3:00pm; 7/24/2019 at Santa Clara County 1:00pm to 3:00pm; 8/28/2019 at Santa Clara County 1:00pm to 3:00pm; 9/25/2019 at City of Santa Clara 1:00pm to 3:00pm; 10/23/2019 at Santa Clara County 1:00pm to 3:00pm.	Passed	Unanimous (11)	Addressed/Completed	Member Palacios now officially a voting member of the Roundtable.	
	3/27/2019	SCSC Roundtable	SCSC Roundtable Letter to FAA - LOUPE FIVE IDP	4	Hendricks	Enander	Member Hendricks' motion to authorize Chairperson Bernald to prepare and send a letter to the FAA, was seconded by Member Enander and approved unanimously. The Roundtable compiled a list of questions that they would like answered and submitted to FAA, with the intention that the FAA will review them and provide a response. Chairperson Bernald listed questions and a motion was made in regards to the questions.	Passed	Unanimous (11)	Addressed/Completed	Member Palacios became a voting member of the Roundtable.	
M3	4/24/2019	SCSC Roundtable	SCSC Roundtable Letter to FAA - LOUPE FIVE IDP	1	Bottorff	Watanabe	Member Bottorff's motion to allow Chairperson Bernald to capture and submit questions to the FAA for the next meeting was seconded by Member Watanabe, and the vote carried unanimously authorizing Chair Bernald to pass along questions to the FAA within a 30 day period of a Roundtable meeting.	Passed	Unanimous (10)	Action Initiated	No Comments	
M4	5/22/2019	SCSC Roundtable	No formal actions	--	--	--	No formal actions	N/A	N/A	--	No Comments	
M5	6/26/2019	SCSC Roundtable	Approval of a Resolution 1	1	Preminger	Watanabe	Member Preminger's motion to approve the resolution as presented was seconded by Roundtable member Kathy Watanabe.	Failed	N/A	Addressed/Completed	No Comments	
	6/26/2019	SCSC Roundtable	Approval of a Resolution 1 - Substitute Motion	1	Kou	Matchak	Member Kou's substitute motion, requesting that the approval of the resolution be tabled for discussion at the next meeting, was seconded by Vice Chair Matchak. In addition, the motion included a stipulation that edits would be submitted to the chair for discussion next time. Chair Bernald called for a vote on the second motion regarding tabling of the resolution for further discussion at the next meeting, and the motion carried unanimously.	Passed	Unanimous (11)	Addressed/Completed	No Comments	
	6/26/2019	SCSC Roundtable	IFP Gateway the priority levels	2	Hendricks	Preminger	Member Hendricks' motion to table the IFP Gateway priority item to the next meeting was seconded by Member Preminger, and unanimously approved by the Roundtable.	Passed	Unanimous (11)	Addressed/Completed	No Comments	
M6	7/24/2019	SCSC Roundtable	Strategic Plan	1	Hendricks	Kou	Member Hendricks' motion to have the body continue to get feedback on the Strategic Plan was seconded by Member Kou. In addition, the motion included a stipulation that the Roundtable will come back in the future to agree on the feedback that has been incorporated into the Strategic Plan. The Roundtable set the deadline for input on the Strategic Plan to be by August 9th, 2019. Chair Bernald called for a vote on the motion. The motion carried unanimously.	Passed	Unanimous (13)	Action Initiated	No Comments	
	7/24/2019	SCSC Roundtable	IFP Gateway the priority levels	--	Bernald	--	Chair Bernald called for a vote to move the IFP Gateway priority levels agenda item to another meeting, and date yet to be determined, on consensus. Consensus was reached, and the vote carried unanimously.	Consensus	--	Addressed/Completed	No Comments	
	7/24/2019	SCSC Roundtable	Work Program	2	Bottorff	Enander	Member Bottorff's motion to have the body continue to get feedback by August 9th, incorporate the comments, and then come back in the future to agree on it in the Work Program, was seconded by Member Enander.	Passed	Unanimous (13)	Action Initiated	No Comments	

	7/24/2019	SCSC Roundtable	Approval of a Resolution 1	3	Enander	Preminger	Member Enander's motion to affirm the Roundtable as the official body for future actions was seconded by Member Preminger and unanimously approved by the Roundtable.	Passed	Unanimous (13)	Addressed/Complete	No Comments
M7	8/28/2019	SCSC Roundtable	Budget	1	Bottoff	Watanabe	Member Bottoff's motion to approve a six-month budget was seconded by member Watanabe. In addition, the motion included a stipulation that the Roundtable would invite SFO and SJIC to join the Roundtable, reissue an invite to have the City of San Jose join the Roundtable, and move the Roundtable meetings to a bi-monthly meeting schedule as soon as practical. Chair Bernald called for a vote on motion number one. The motion carried 10 to 2, with member Matthews absent. Roundtable Chair Bernald clarified that the vote approved a six-month budget versus an 18- month budget.	Passed	10,2,0	Pending a Response	No Comments
	8/28/2019	SCSC Roundtable	Budget	2	Preminger	Kou	Member Preminger's secondary motion to approve an 18-month budget extension, and to go to a bi-monthly meeting schedule was seconded by Member Kou . Chair Bernald called for a vote on motion number two. The vote was tallied and the vote for motion two was tied at six to six. The motion failed.	Failed	6,6,0	Addressed/Complete	No Comments
	8/28/2019	SCSC Roundtable	Future Meeting Schedule/Locations	3	Hendricks	Bottoff	Member Hendricks' motion to make the next meeting and the discussion be in October, was seconded by Member Bottoff. This motion would essentially skip the meeting in September, moving to an every-other-month meeting schedule with future meeting dates to be decided at the October meeting. 8 yes to 4 no.	Passed	8,4,0	Addressed/Complete	No Comments
	8/28/2019	SCSC Roundtable	Ad Hoc Committee	--	--	--	No formal action - An Ad Hoc Subcommittee was formed to handle the review/edits to the Strategic Plan and Work Program.	N/A	N/A	Addressed/Complete	No Comments
M8	10/23/2019	SCSC Roundtable	FAA procedure review process/questions	1	Enander	Matichak	Member Enander's motion to ask the FAA to define and provide a visual aid for the procedure review process, and specifically stating how the Roundtable fits into the process, and further, requesting that the Roundtable ask the FAA for clarification on how the question by members and the public can be relayed to them and how the questions fit into the procedure development process was seconded by Member Matichak and passed unanimously by the Roundtable.	Passed	Unanimous (12)	Action Initiated	No Comments
	10/23/2019	SCSC Roundtable	Roundtable letters to FAA/Congressional Reps - Supersonic Flight	2	Hendricks	Enander	Member Hendricks' motion to authorize the Roundtable Chair to write letters to the FAA, and Congressional/Senate representatives about the topic of supersonic flight requesting that the FAA and representatives put in place better noise standards, that relate to aircraft noise heard on the ground noise, and that are defined to be more accurate standards using more effective metrics for measuring (not DNL or CNEL) and for the Roundtable to continue monitoring the progress of this topic was seconded by Member Enander and unanimously passed by the Roundtable.	Passed	Unanimous (12)	Action Initiated	No Comments
	10/23/2019	SCSC Roundtable	Ad Hoc Committee - Strategic/Work Plan	3	Bottoff	Preminger	Member Bottoff's motion to have the Ad Hoc Committee finish the Work Plan and Strategic Plan, provide it to ESA for a technical review, provide it to the Roundtable members prior to the next meeting, and then submit it by the next meeting was seconded by Member Preminger and vote passed unanimously by the Roundtable.	Passed	Unanimous (12)	Action Initiated	No Comments
	10/23/2019	SCSC Roundtable	Future Meeting Schedule/Locations	4	Bottoff	Watanabe	Member Bottoff's motion to hold the next regular Roundtable meeting on December 18, 2019 was seconded by Member Watanabe and passed unanimously by the Roundtable.	Passed	Unanimous (12)	Addressed/Complete	The meeting date was later updated to be December 19th due to venue/equipment availability
M9	12/19/2019	SCSC Roundtable	Strategic Plan	1	Hendricks	Preminger	Member Hendricks' motion to approve the Strategic Plan, including edits made in real time at the meeting, and allowing for staff to correct grammatical errors, was seconded by Member Preminger and passed unanimously.	Passed	Unanimous (10)	Addressed/Complete	No Comments
M10	1/22/2019	SCSC Roundtable	Work Plan	1	Preminger	Palacios	Member Steve Preminger's motion to approve the addition of Member Palacios' additional text for the Work Plan, including edits made in real time at the meeting, and allowing for staff to correct grammatical errors, was seconded by Member Palacios. The motion was amended by Member Hendricks to include similar text as the Strategic Plan, with regards to not changing select committee recommendations in section 1.1 of the Work Plan. Further, the motion was amended by Members Kou and Enander to include text related to feedback within a three month timeframe, being added to section 1.3 of the Work Plan. The motion was passed unanimously.	Passed	Unanimous (10)	Addressed/Complete	No Comments
	1/22/2019	SCSC Roundtable	Work Plan	2	Enander	Hendricks	Member Anita Enander's motion to approve the Work Plan with the amendments made to date, and including such additional words and modifications directed to ESA, was seconded by Member Glenn Hendricks. The motion was passed unanimously.	Passed	Unanimous (10)	Addressed/Complete	No Comments