

**Proposed  
Roles and Responsibilities  
of the Board Committees for 2021  
(02.18.21)**

**Legislative and Communications Committee**

- Recommends to the Board of Directors multi-level strategy and action plans for advancing priorities of OCTA at local, state, and federal levels of government;
- Reviews and makes recommendations to the Board of Directors for the annual legislative platforms and positions for legislative proposals;
- In coordination with the Chairman of the Board of Directors, advocates and testifies at the state and federal level on issues of importance to OCTA;
- Establishes relationships with legislative delegations at the state and federal levels;
- Makes recommendations to Board of Directors on use and procurement of professional services and contractors to support planning and delivery of OCTA projects, programs, and services;
- Interviews and recommends to the Board of Directors consultants to serve as legislative advocates in Sacramento and Washington, D.C.;
- Makes recommendations regarding annual state and federal funding requests;
- Provides guidance with public communication program goals, plans, and messages, and ensures they cultivate two-way communications with diverse communities, and are in compliance with Title VI and Environmental Justice requirements;
- Reviews and provides feedback on public communications, media relations, and community relations programs in support of OCTA initiatives;
- Reviews and provides feedback on marketing and customer engagement programs that are designed to create awareness or promote usage of OCTA transportation services and programs; and
- Monitors public and customer feedback, as well as communications program results and recommend course corrections as appropriate.