



**January 19, 2011**

**To:** OCTAP Steering and Safety Committees  
**From:** Jo-Ann Gadia Bravo, Deputy OCTAP Administrator  
**Subject:** **Election of New Tourist Industry Representatives to the Steering Committee – 2012-2014 Term**

### **Overview**

Orange County Taxi Administration Program (OCTAP) Steering Committee Bylaws require that OCTAP city members select one Tourist Industry Representative and one alternate to represent the tourist industry in Orange County. A Tourist Industry Representative shall serve for two years, with terms beginning on January 1, every other year. There are currently no term limits.

Eligible organizations must be based in Orange County and have some interest, influence, or impact on travel or tourism in Orange County. Candidates from eligible organizations must be an employee of the organization or a member of the organization's governing board.

### **Background**

On October 26, 2011, OCTAP staff sent letters to all Orange County city managers inviting them to nominate an organization to represent the tourism industry in their respective city or in Orange County. The deadline for nominating an eligible organization was November 17, 2011.

On November 21, 2011, OCTAP contacted representatives from each nominated organization, asking them if they would be interested in appointing a candidate from their organization to represent the tourist industry. Each candidate was then given an opportunity to convey his/her qualifications by submitting a one page "Statement of Interest and Qualifications." The deadline for submitting candidate consent forms and statements of interest and qualification to OCTAP was December 19, 2011.

On January 9, 2012, OCTAP staff sent ballots and candidate statements of interest and qualifications to all Steering Committee members, allowing them to vote for a candidate.

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All OCTAP member agencies were given an opportunity to review the candidates' statements and cast one vote for a candidate listed on the ballot; which was accomplished by marking the ballot with the desired nominee, signing the ballot, and returning the ballot to OCTAP.

**Discussion**

The Steering Committee Chairman will announce the outcome of the vote at the January 19, 2012 Steering Committee meeting. The candidate receiving the largest number of votes shall become the Tourist Industry Representative, and the candidate with the second largest number of votes shall become the alternate representative.

In the event of a tie vote, the Steering Committee shall determine the winner by drawing a candidate name from a container containing the names of the tied candidates. The first name drawn shall become the Tourism Industry Representative and the second name drawn shall become the alternate representative.

**Recommendation**

Seat a new Tourist Industry Representative and alternate to a two-year term, effective January 1, 2012, based on the outcome of the January 19, 2012 vote.