



CALIFORNIA HORSE RACING BOARD

MEETING ADVISORY

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ADVISORY FOR BOARD MEETINGS

The California Horse Racing Board (CHRB or Board) is releasing this advisory as a useful guide for stakeholders and others who participate in Board meetings. It covers Board meeting-related processes, procedures, and practices based on the controlling statutes and regulations in order to promote efficiency in the consideration of agenda items and associated materials. This advisory applies immediately, so stakeholders submitting applications should work with their CHRB staff analyst to submit documents in a timely manner for the November Board meeting in three weeks.

1. CHRB rules require applications and associated materials to be filed with the Board at least 90 days prior to the first day of racing or operation for review, investigation, and approval. Any subsequently updated materials to be included with the application must be submitted to the CHRB no later than the date delineated on the CHRB website. Even if agendized, the Board will not consider incomplete applications (e.g., race meet licenses, ADW approvals, mini-satellite licenses). For a race meet application that lacks a horsemen's agreement, the application will be removed from consideration and a hearing pursuant to CHRB Rule 2044 will be scheduled at the next scheduled Board meeting.
2. Deadlines for items to be agendized and for the submission of public comments or supporting materials for an agenda item are set forth on the [CHRB website](#). Otherwise, stakeholders and the public should bring their written comments to the meeting or simply provide comments orally during the agenda item's comment period.
3. At the Board meeting, new ideas, policies, or concepts that have not been agendized or adequately researched, vetted, or otherwise analyzed will not be considered. Should a stakeholder or member of the public desire that the Board consider an idea, policy, or topic, it should be submitted to CHRB staff by the deadline delineated on the [CHRB website](#). Items added to the agenda in this manner are subject to the Chair's approval.
4. All comments by stakeholders and the public are required to be directly related to the agenda item being heard. Any comments not directly related to an agendized item should be held until the agenda item labeled "Public Comment" and all comments should be limited to matters that are subject to the Board's jurisdiction.

5. For all public comments, the maximum time of 2:00 minutes will be strictly enforced by the Chair.

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