



**Board of Directors  
Regular Meeting  
Minutes**

April 24, 2019

1:30 p.m.

**Point Arena**  
**COAST COMMUNITY LIBRARY**  
**Community Room**  
225 Main St.  
Point Arena, CA

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**AGENDA ITEMS**

**1. Call to Order**

Chair Mastin called the meeting to order at 1:30 p.m.

Directors Present: Mulheren, Tarbell, Albin-Smith, Chair Mastin

Directors Absent: Cross, Rodriguez, Gjerde

Staff Present: Carla Meyer, General Manager  
Mark Harvey, CFO  
Bob Butler, Maintenance Manager  
Candy Lodge, South Coast Operations Supervisor  
Heather Lindsteadt, Recording Secretary

**2. Public Comment**

Vern McNamee, retired MTA Transit Vehicle Operator, reported that the MTA website is a tremendous benefit and very informational and thanked MTA for making improvements to the website. He also reported that he discovered the RouteShout application on the website and noted that there is a real-time delay in the information if wireless service is unavailable.

Chair Mastin asked if a notification could be added to the RouteShout webpage that states that there may be intermittent outages due to wireless service.

**CONSENT CALENDAR**

**3. Minutes of March 27, 2019 Board Meeting**

**4. Board Meeting Calendar**

5. **Service Performance Report Fiscal Year 18-19**
6. **Capital Program: Update/Progress Report**

**Upon Motion** by Director **Mulheren**, seconded by Director **Tarbell**, the Board approved Consent Calendar items 3, 4, 5, 6. **AYES:** 4, **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Cross, Gjerde, Rodriguez

## **ACTION & DISCUSSION**

7. **Unmet Needs**  
**Action:** Solicit Public Input

Director **Albin-Smith** reported that she received a written request from Mr. Wade Gray M.D. asking for an increase of service along Highway 1 to and from Fort Bragg.

Director **Albin-Smith** also reported that she received a verbal request for additional service between Willits and Fort Bragg and Mendocino and Fort Bragg.

8. **Resolution 2019-05 Adoption of Resolution Authorizing the Federal Funding under FTA section 5311 (f) (49 U.S.C. section 5311) with California Department of Transportation**

**Upon Motion** by Director **Tarbell**, seconded by Director **Albin-Smith**, the Board adopted Resolution 2019-05 Authorizing Federal Funding under FTA section 5311(f) (49U.S.C section 5311) with California Department of Transportation by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Chair Mastin **NOES:** 0, **ABSTAIN:** 0 **ABSENT:** Cross, Gjerde, Rodriguez

9. **Resolution 2019-06 Adoption of Resolution Authorizing General Manager to Conduct a Section 218 Social Security Benefits Division Election.**

**Upon Motion** by Director **Albin-Smith** seconded by Director **Tarbell** the Board adopted Resolution 2019-06 Authorizing the General Manger to Conduct a Section 218 Social Security Benefits Division Election by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Chair Mastin **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Cross, Gjerde, Rodriguez

10. **Management Reports**

Bob Butler reported that he is continuing to pursue grant opportunities for funding for electric cutaway buses and Gillig electric buses and updated the Board on the Zonar implementation.

Heather Lindsteadt reported that she attended the EDD job fair and that it was very well organized. She also explained the process for hiring drivers in Mendocino County and the requirements MTA has related to driving records and US DOT Drug Testing requirements.

The Board directed staff to add a link to 49 CFR Part 40 and CBD Oil notice to the website.

Maureen Mulheren suggested providing an incentive, such as a paid day off to employees for recruiting drivers that are successfully hired.

Mark Harvey reported that he was ill last week and apologized that the financial statements were not included in the Board Meeting materials.

Carla Meyer reported that a senior Fort Bragg passenger was injured while using the MTA bus lift and is currently working on investigating the root cause of the incident. She said that MTA is working on a training event which will provide situational hands-on training scenarios. She also reported that MTA will begin contract negotiations with Teamsters Local 665 soon.

Carla Meyer reported that she continues to work on grant funding application for purchase of electric vehicle through the federal Low-No program and reported that MTA is currently investigating a cloud-based software program called TrackIt Transit and she will provide an update at a future meeting.

Carla Meyer said there is a possibility that MTA may need to convene a Special Meeting in May to finalize federal low-no grant documents.

#### **11. Matters from Directors**

Director Albin-Smith asked about the increased ridership during the month of October.

Director Tarbell asked if Directors could receive a complimentary bus pass.

#### **ADJOURN**

Chair Mastin adjourned the meeting to the next regularly scheduled meeting at 2:30 p.m.