



Board of Directors Regular Meeting Minutes

Wednesday, January 26 2022

1:30 p.m.

MTA Directors in Attendance

Bruce Richard
Jim Tarbell
Tess Albin-Smith
Eric Dahlhoff
Saprina Rodriguez

MTA Directors Absent

Josefina Dueñas
Maureen Mulheren

Staff in Attendance

Jacob King, Executive Director
Mark Harvey, CFO
Heather Lindsteadt, HR Director
Dawn White, Mobility Manager
Bob Butler, Maintenance Manager
Sara Marquez, Assistant Clerk of the Board

Staff Absent

Due to the Shelter in Place Order issued by Mendocino County Public Health on March 17, 2020, and pursuant to Governor Newsom's Executive Orders N-33-20 and N-25-20, members of the MTA Board of Directors participated in this meeting via teleconference or videoconference.

AGENDA ITEMS

A. CALL TO ORDER

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

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

1. Approval of Minutes of December 8, 2021 Regular Board Meeting
2. Approval of Minutes of January 6, 2022 Special Board Meeting Minutes
3. Acceptance of Service Performance Report
4. Acceptance of Financial Reports – July 2021 through November 2021
5. Adoption of Resolution No. 2022-02 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 26, 2022, through February 26, 2022, Pursuant to Brown Act Provisions.

Upon Motion by Director **Dahlhoff** seconded by Director **Albin-Smith** the Board approved Consent Calendar items C.1 through C.5 by roll call vote. **AYES:** Tarbell, Albin-Smith, Dahlhoff, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Mulheren, Richard, Dueñas

D. ACTION & DISCUSSION

1. Unmet Needs: Solicit Public Input
2. Discussion and Possible Approval of MTA Special Event: Blue Economy Symposium Event Fort Bragg on May 21, 2022 and May 22, 2022.

Director Albin-Smith requested donation of a bus for the Ocean Festival which will be held on May 21 and May 22 from 10:00 a.m. to 3:00 p.m. Director Albin-Smith stated that the City of Fort Bragg had budgeted funds to go toward the operation of the vehicle if needed.

Executive Director King stated that MTA would have a vehicle available for the event.

Upon Motion by Director **Tarbell** seconded by Director **Dahlhoff** the Board approved of MTA Special Event: Blue Economy Symposium Event Fort Bragg on May 21, 2022 and May 22, 2022 by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** Albin-Smith 0, **ABSENT:** Mulheren, Dueñas

Director Richard joined the meeting at 1:44pm

3. Discussion and Possible Adoption of Resolution Approving Grant Application for 5339 Funding for All Electric 35-Foot Electric Coach and Authorizing MTA Executive Director, Jacob King, to apply for 5339 Funding.

Item pulled from agenda.

4. Presentation, Discussion and Possible Action Approval of a Three-Year Contact between Swiftly and Mendocino Transit Authority for GTFS Real Time for \$172,260.00

Item pulled from Agenda.

5. Presentation, Discussion and Possible Action Approval of Contract for Validator Contactless Payment Between Cal-ITP and Mendocino Transit Authority.

Item pulled from Agenda.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Jacob King, Executive Director, reported that MTA did not have to reduce service as noted at the January meeting. Mr. King also mentioned that he has been working with Dawn White, MTA's Mobility Manager, the Seniors Centers, Caltrans and MCOG on the 5310 program to assist the Senior Center in their application to the 5310 grant program.

Mr. King reported that he is continuing to work with Cal-ITP on the fare validators and he will return that item to a future board meeting agenda.

Maintenance Manager Bob Butler reported that the Fort Bragg yard building painting has been completed and he continues to work with PG&E on the Ukiah Fort Bragg yard electric conversion. Mr. Butler reported that the 2 electric vehicles were not accepted due to issues he found, and he hopes he can accept delivery in February.

Heather Lindsteadt, HR Director reported that MTA will be hosting a Hiring Event in Fort Bragg on January 27, 2022, from 10:00 a.m. to 2:00 p.m. and pre-registration is recommended for the event.

Mark Harvey, CFO reported that he is working on the audit.

2. Matters from Directors

Director Tarbell, asked when the new electric buses will be delivered and in service.

Mr. King reported that he doesn't have a date yet but that there are 2 buses being built and 3 others are on order.

Director Albin-Smith asked if MA has submitted a letter of support for the newly formed RuralREN AdHoc Committee. **Chair Rodriguez** ask Executive Director King to follow up on this matter.

Director Richard requested an expanded performance and productivity report at the February meeting.

Chairwoman Rodriguez said that she appreciates all the good work from staff even through all the challenges related to Covid and thanked everyone for their effort.

F. CLOSED SESSION

Closed session pursuant to Government Code 54957: Public Employee Performance Evaluation – Executive Director

Closed session pursuant to Government Code 54957.6: Conference with Labor Negotiator

Agency Designated Representative: Agency Chair

Unrepresented Employee: Executive Director

G. ANNOUNCEMENT OUT OF CLOSED SESSION

Chair Rodriguez reported that during closed session that the board of director approved a one-year contract for Executive Director Jacob King for the period of January 27, 2022, to January 27, 2023 increasing salary of 3.5% to Step D - \$119,523 and all benefits to remain the same. She reported that the evaluation was satisfactory and requested staff to agendize a Closed Session for the February meeting for Employee Performance Evaluation of the Executive Director.

H. ADJOURN

Chair Rodriguez adjourned the meeting at 2:35pm

DRAFT