



Board of Directors Regular Meeting Minutes

Wednesday, February 23, 2022

1:30 p.m.

MTA Directors in Attendance

Bruce Richard
Jim Tarbell
Tess Albin-Smith
Maureen Mulheren
Saprina Rodriguez

MTA Directors Absent

Eric Dahlhoff
Josefina Dueñas

Staff in Attendance

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

Staff Absent

Heather Lindsteadt, HR Director

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 1:31 p.m.

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

1. Approval of Minutes of January 26, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July 2021 through December 2021
4. Adoption of Resolution No. 2022-03 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of February 23, 2022, through March 23, 2022 Pursuant to Brown Act Provisions.
5. Approval of Executive Director Conference Request – CALACT Spring Conference & Expo April 19-22, 2022

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

D. ACTION & DISCUSSION

1. Unmet Needs: Members of the public requested a bus stop in Talmage to serve the corridor there.
2. Discussion and Possible Approving Grant Application for 5310 to Continue MTA's Mobility Management Program and Authorizing MTA Executive Director, Jacob King, to apply for 5310 Grant Funding in the amount of \$300,000.

Director Albin-Smith joined the meeting at 1:36pm

Upon Motion by Director **Tarbell** seconded by Director **Albin-Smith** the Board approved Resolution 2022-04 Grant Application for 5310 to Continue MTA's Mobility Management Program and Authorizing MTA Executive Director, Jacob King, to apply for 5310 Grant Funding in the amount of \$300,000. by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Mulheren, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dueñas, Dahlhoff.

3. Discussion and Possible Adoption of Resolution 2022-05 Approving Federal Transit Administration Certifications and Assurances Fiscal Year 2022.

Upon Motion by Director **Tarbell** seconded by Director **Albin-Smith** the Board approved Federal Transit Administration Certifications and Assurances Fiscal Year 2022. by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Mulheren, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:**., Dueñas, Dahlhoff.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Jacob King, Executive Director, reported that he had a meeting with Route Match last week the meeting resulted in a new agreement that MTA will no longer use Route Match for Fixed Route, Route Match will continue to provide their service for Dial- A- Ride. Staff is researching other systems that will work for us and will bring back information to the board at a later board meeting.

Executive Director King also introduced to the meeting **Luis Martinez Operations Manager** and **Rebekkah Mendez HR Assistant**. Who is to be acting as HR Director because **Heather Lindsteadt, HR Director** is going to be on leave until April.

Maintenance Manager Bob Butler reported that the 2 electric vehicles for Willits are almost ready and training staff is in the process of training drivers on those vehicles. Maintenance Manager Butler also mentioned that he still working with PG& E to discuss the issues with the power to charge the vehicles.

Mark Harvey, CFO reported that he is working to complete the audit which it will be presented on the next board meeting along with the financial statements for January.

Rebekkah Mendez HR Assistant gave an update on the recruitments, which she mentioned that MTA still recruiting Transit Vehicle Cleaner, Fort Bragg, and South Coast Drivers. Rebekkah Mendez also mentioned that the recruitment/ career fair in Fort Bragg went well.

Luis Martinez Operations Manager reported that he is back in the office and has been working on restoring the routes as they were before the Pandemic, he mentioned that it has been hard putting all the pieces together, but he is working on getting them all line up.

2. Matters from Directors

Director Richard, mentioned that he was a little upset due to the confusing resolutions numbers he recommended Executive Director to make sure everything is right before it goes in, and on the other hand, he would like to recognize the performance report numbers, he mentioned that they look good.

Director Albin-Smith agreed that the performance report numbers looked better than before.

Chairwoman Rodriguez shared that she is very grateful to all members and staff of MTA for all their hard work she appreciated all of the team effort. Chairwoman Rodriguez also asked Executive Director Jacob King to put together the current list of grants for discussion on a future agenda.

F. CLOSED SESSION

Closed Session Pursuant to Government Code 54957: Public Employee Performance Evaluation – Executive Director

G. ANNOUNCEMENT OUT OF CLOSED SESSION

H. ADJOURN

Meeting adjourned at 2:27 p.m.

DRAFT