



## Board of Directors Special Board Meeting Minutes

Tuesday, June 21, 2022

1:30 p.m.

### **MTA Directors in Attendance**

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

### **MTA Directors Absent**

Maureen Mulheren

### **Staff in Attendance**

Jacob King, Executive Director  
Mark Harvey, CFO  
Dawn White, Mobility Manager  
Bob Butler, Maintenance Manager  
Luis Martinez, Interim Operations Manager  
Rebekkah Mendez HR Assistant  
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 1:32 p.m.

### **B. PUBLIC COMMENT**

No public comments.

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Chair Rodriguez pull out Item # D.4 until more information is available.

### C. CONSENT CALENDAR

1. Approval of Minutes of May 25, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July 2021 through April 2022
4. Adoption of Resolution No. 2022-16 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of June 21, 2022 through July 21, 2022 Pursuant to Brown Act Provisions.

**Upon Motion** by Director **Albin-Smith** seconded by Director **Richard** the Board approved Consent Calendar items C.1 through C.4 by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Albin-Smith, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Mulheren, Dueñas,

### D. ACTION & DISCUSSION

1. Unmet Needs: Executive director King, received a requested from public member, requesting Saturday services between Ukiah and Willits round trip, and Saturday service in Willits for the Route #1. Chair Rodriguez received a request to serve the golden rule. But due to unsafe spot MTA would only be serve southbound but not northbound other than the very top of the ridge.
2. Discussion and Possible Adoption of Resolution No. 2022-17 Adopting the MTA Operations Budget and Wage Table for Fiscal Year 2022-2023.

Director Dueñas joined the meeting at 1:37pm

**Upon Motion** by Director **Tarbell** seconded by Director **Albin-Smith** the Board approved Resolution No. 2022-17 Adopting the MTA Operations Budget and Wage Table for Fiscal Year 2022-2023.by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Albin-Smith, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Mulheren,

3. Discussion and Possible Adoption of Resolution No. 2022-18 Adopting the MTA Capital Budget for Fiscal Year 2022-2023

**Upon Motion** by Director **Richard** seconded by Director **Tarbell** the Board approve Resolution No. 2022-18 Adopting the MTA Capital Budget for Fiscal Year 2022-2023. .by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Albin-Smith, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Mulheren,

4. Discussion and Possible Approval of Policy Section 407 – MTA Paid AFLAC Supplemental Insurance.

Chair Rodriguez pull out Item # D.4 until more information is available.

5. Discussion and Possible Approval of West America Bank Signatories.

**Upon Motion** by Director **Albin-Smith** seconded by Director **Dahlhoff** the Board approved West America Bank Signators to be Saprina, Jacob and Bob by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Albin-Smith, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Mulheren,

6. Discussion and Possible Approval of 22-23 Special Event Calendar.

**Upon Motion** by Director **Albin-Smith** seconded by Director **Dahlhoff** the Board approved the next 3 events (1-5) for 2022- Special Events by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Albin-Smith, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Mulheren,

## **E. DIRECTOR AND MANAGEMENT REPORTS**

### **1. Matters from Management:**

**Luis Martinez** Operations Manager had nothing to report.

**Dawn White**, Mobility Manager- nothing to report.

**Bob Butler**, Maintenance Manager, reported getting ready for construction in Ukiah and Fort Bragg. Making sure how much solar he can put in with grants and funds for the all-electric buses, at the same time working with PG&E.

**Mark Harvey** CFO reported that he will be updating projections of June 2022 in response to director Richard questions and also will create a report on updating reserves on operating policy and work with Executive Director Jacob King on triannual audit and is also time to close the year for the next audit.

**Loretta from MCOG** reported that MCOG is working with Executive Director King and Mobility Manager Dawn White in a visibility study to look at nontraditional solutions, this is a project to look for Mobility solutions for rural communities for Mendocino County (Inland only) are being studying right now for Mobility solutions in areas that don't go onto unmet needs every year and don't have a good response, they filled for a grant, and it was funded, and the project is

just beginning, and it will be a yearlong study. And want to make sure they have all directors on the contact list for when the meetings begin.

**Jacob King** Executive Director reported triannual audit is currently ongoing. He reported that we had the Far North Zero Emission symposium which was a big success. He also reported that Marty Nelson, Trainer Supervisor retired after 37 years with MTA.

## 2 Matters from Directors

**Director Albin -Smith**, nothing to report but wanted to thank MTA for volunteering at the blue economy event.

**Director Dueñas** reported that she wanted to invite the community to Sundays in the park in Ukiah.

**Director Richard** would like to see a performance report on the next meeting

## F. ADJOURN

Meeting adjourned at 2:35 p.m.

DRAFT