



Board of Directors Regular Meeting Minutes

July 31, 2019

1:30 p.m.

Willits

City of Willits Council Chambers
111 East Commercial Street
Willits, CA

AGENDA ITEMS

1. Call to Order

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

Directors Present: Mulheren, Cross, Richard, Tarbell, Albin-Smith, Chair Rodriguez
Directors Absent: Gjerde

Staff Present: Carla Meyer, MTA General Manager
Bob Butler, MTA Maintenance Manger
Mark Harvey, MTA CFO
Jacob King, MTA Operations Manager
Heather Lindsteadt, Recording Secretary

Also Present: Loretta Ellard, MCOG

2. Public Comment

Una Wirkebau, Executive Director of the Greater Ukiah Business and Tourism Alliance introduced herself to the Board of Directors and expressed interest in assisting MTA with a possible hop-on, hop-off bus and other possible transportation opportunities in Ukiah. She invited the Board to make a presentation at an upcoming Chamber Luncheon.

CONSENT CALENDAR

- 3. Minutes of June 26, 2019 Board Meeting**
- 4. Board Meeting Calendar 2019-2020**
- 5. Service Performance Report**
- 6. Financial Statements July 1, 2018 to May 31, 2019**

Upon request by Director **Richard** #5 was pulled for further discussion.

Upon Motion by Director **Richard**, seconded by Director **Mulheren**, Consent Calendar Items #3, #4 and #6 were approved by unanimous roll call vote. **AYES:** Mulheren, Cross, Tarbell, Albin-Smith, Richard, Rodriguez **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** Gjerde

Upon Motion by Director Tarbell, seconded by Director Albin-Smith, Consent Calendar Item # 5 was approved by unanimous roll call vote. **AYES:** Mulheren, Cross, Tarbell, Albin-Smith, Richard, Rodriguez **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** Gjerde

ACTION & DISCUSSION

7. Unmet Needs

Action: Solicit Public Input

General Manager Meyer provided a request to add a route from Ukiah to Talmage and reported that the request will be added to the Unmet Needs list.

Director **Mulheren** requested that the prior year unmet needs list be provided monthly.

Nikki, Willits Resident, requested additional bus stops on the northbound route through Willits. She also reported that the seats in MTA's trolley are uncomfortable.

8. Discussion and Possible Adoption of Resolution No. 2019-13 Dial-A-Ride Fare Revision and Service Area Expansion

Upon Motion by Director **Tarbell**, seconded by Director **Cross**, the Board Adopted Resolution No. 2019-13 approving the Dial-A-Ride Fare Revision and Service Area Expansion by roll call vote. **AYES:** Mulheren, Cross, Tarbell, Albin-Smith, Rodriguez **NOES:** Richard **ABSTAIN:** 0 **ABSENT:** Gjerde

9. Discussion and Possible Approval of MTA Customer Satisfaction and Complaint Policy

Item was tabled.

Chair Rodriguez announced adjournment to Closed Session at 2:07 p.m.

CLOSED SESSION

10. Conference with Labor Negotiators Pursuant to Government Code §54957.6(a) Agency Designated Representatives: General Manager, Carla Meyer
Employee Organization: Teamsters Union Local 665

11. Employee Performance Evaluation: General Manager Evaluation of Performance Pursuant to Government Code §54957

ANNOUNCEMENT OUT OF CLOSED SESSION

12. Announcement out of Closed Session

Chair **Rodriguez** reported that the Board met on two items in Closed Session.

Item # 10 Conference with Labor Negotiators. Chair **Rodriguez** reported the Board received information and gave direction to staff. No action taken.

Item # 11 Employee Performance Evaluation. Chair **Rodriguez** reported that the General Manager received a satisfactory performance evaluation.

13. Matters from Management

General Manager Meyer reported that MTA was not selected as a recipient for the Low-No Grant funding and that all of the grant awards went to Urban areas. She also reported that she would be making a presentation related to the Senior Center Transportation Programs after staff meets with MCOG and Senior Center representatives. She said that there have been issues related to Senior Center driver compliance and MTA had to suspend funding until the issues are resolved.

CFO Mark Harvey reported that staff is reconciling fiscal year 2018-2019 in preparation for the Audit.

Maintenance Manager Bob Butler reported that because MTA did not receive the Low-No grant, it prevents MTA from participating in the PG&E fleet ready program. He said MTA continues to pursue the electric cutaway vehicle though the pilot program with ChargePoint. Mr. Butler reported that he would be meeting with Sonoma Clean Power to review MTA's electrification capabilities.

Heather Lindsteadt reported that MTA is currently recruiting Fort Bragg and South Mendocino Coast Transit Vehicle Operators.

Operations Manager Jacob King reported that MTA is now operating service to Todd Grove Park and the Hospital in Ukiah.

14. Matters from Directors

Director Mulheren asked about how the new Ukiah routes will be advertised and said she would like to meet with staff about public-awareness of the new service. Director Mulheren also said that she is involved with Climate Action Mendocino. She reported that Mendocino Climate Action Advisory Committee is accepting applications for a 15-member committee. She said that there is a focus group related to transportation in Mendocino County. She suggested that MTA should be involved in the committee.

Director Tarbell reported that discussions with the Caspar Community Center continue to discuss a possible MTA bus stop. Director Tarbell said that he would be attending the Caspar Community Center Board meeting and requested Jacob King's attendance as well.

Director Richard asked who the Marketing person was at MTA. General Manager Meyer reported that it is contracted out to Suzanne Pletcher.

Director Albin-Smith reported that she was able to utilize RouteShout in Fort Bragg and she plans to take MTA to Sutter General and she will evaluate the trip as she goes. Director Albin-Smith is a member of the MCOG and CalGOC Boards and she is a proponent of electrification of transit vehicles and school vehicles and would be discussing the funding issues at both meetings.

There was a brief discussion about Board member bus passes and the importance of the Board members utilizing MTA services.

Chair Rodriguez requested that a policy revision on Nepotism be provided as a first draft for Board consideration at the August 2019 meeting.

ADJOURN

Chair Rodriguez adjourned the meeting at 3:52 p.m.