



## Board of Directors Regular Meeting Minutes

Wednesday, February 24, 2021

1:30 p.m.

### **MTA Board of Directors in Attendance**

Jim Tarbell, Vice Chair  
Bruce Richard  
Eric Dahlhoff  
Maureen Mulheren  
Tess Albin-Smith  
Josefina Dueñas

### **Staff**

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

*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 will participate in this meeting via teleconference or videoconference.*

### **AGENDA ITEMS**

#### **A. CALL TO ORDER:**

1. Vice Chair Tarbell called the meeting to order at 1:38 p.m.  
Director Tarbell introduced newly appointed Director Josefina Dueñas.

#### **B. PUBLIC COMMENT**

No written or verbal public comments.

#### **C. CONSENT CALENDAR**

1. Approval of Minutes of January 27, 2021 Board Meeting

2. Acceptance of Service Performance Report
3. Acceptance of Financial Statements – July 2020 through December 2020

**Upon motion** by Director **Albin-Smith**, seconded by Director **Dahlhoff** the Board approved Consent Calendar items C.1 through C.3 by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Mulheren, Dueñas **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

#### **D. ACTION & DISCUSSION**

##### **1. Unmet Needs:**

- a. Service to the towns both inland and coastal communities with possible one day per week service roundtrip (Covelo, Leggett, Westport, Comptche, etc.)
- b. The Woods retirement community

Director Richard requested that the Unmet Needs list be part of the scope-of-work in the Short-Range Transit Plan.

**Upon motion** by Director **Richard**, seconded by Director **Albin-Smith** the Board approved to move forward with Unmet Needs by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

##### **2. Discussion and Possible Adoption of a Resolution Approving a Retroactive Employment Contract between MTA and Jacob King for the position of Executive Director for Mendocino Transit Authority.**

**Upon motion** by Director **Albin-Smith**, seconded by Director **Richard** the Board approved a Retroactive Employment Contract between MTA and Jacob King for the position of Executive Director by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

##### **3. Discussion and Possible Acceptance of Draft Financial Compliance Audit for Fiscal Year 2019-2020.**

**Upon motion** by Director **Tarbell**, seconded by Director **Albin-Smith**, the Board accepted of Draft Financial Compliance Audit for Fiscal Year 2019-2020, by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

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

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

Executive Director Jacob King report that he met with Director Richard to discuss a summary of declining services for MTA and local transit agencies as a whole. He also reported that one of MTA's employees is retiring after 20+years of service and wished him a happy retirement and thanked him for his service.

Maintenance Manager Butler shared that he is finishing the remodeling of the operations facility/ break room.

## **2. Matters from Directors**

Albin-Smith, nothing to report but asked what jurisdiction Director Dueñas was representing. Director Dueñas a City of Ukiah Councilmember.

Director Dahlhoff asked if MTA Staff has received the vaccine.

Director Mulheren reported that she will advocate for MTA employees to get vaccinated.

## **F. ADJOURN**

Vice Chair Tarbell adjourned the meeting at 2:37.