



Board of Directors Regular Meeting Minutes

Wednesday, August 25, 2021

1:30 p.m.

MTA Directors in Attendance

Saprina Rodriguez
Bruce Richard
Jim Tarbell
Eric Dahlhoff
Maureen Mulheren

MTA Directors Absent

Tess Albin-Smith
Josefina Dueñas

Staff in Attendance

Jacob King, Interim Executive Director
Bob Butler, Maintenance Manager
Mark Harvey, CFO
Heather Lindsteadt, HR Director
Dawn White, Mobility Manager
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 participated in this meeting via teleconference or videoconference.

AGENDA ITEMS

A. CALL TO ORDER

Chairwoman Rodriguez called the meeting to order at 1:36 p.m.

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

1. Approval of Minutes of June 30, 2021 Regular Board Meeting
2. Approval of Minutes of July 28, 2021 Regular Board Meeting
3. Acceptance of Service Performance Report
4. Acceptance of GASB 68 Report

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

D. ACTION & DISCUSSION

1. Unmet Needs:

Director Tarbell requested resumption of pre-pandemic service to coastal communities.

Director Richard requested resumption of services linking inland to the coast - Ukiah to North Coast in the morning and back again in the afternoon.

2. Discussion and Possible Approval of MTA Procurement Policy

Upon Motion by Director **Richard**, seconded by Director **Dahlhoff** the Board approved the MTA Procurement Policy by roll call vote. **AYES:** Richard, Dahlhoff, Mulheren, Tarbell, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dueñas, Albin-Smith

3. Discussion and Possible Adoption of Resolution 2021-14 Approving Application and for FY 21-22 State of Good Repair Funds for Purchase of Electric Buses.

Upon Motion by Director **Tarbell**, seconded by Director **Richard** the Board approved Resolution No. 2021-14 by roll call vote. **AYES:** Richard, Dahlhoff, Mulheren, Tarbell, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dueñas, Albin-Smith

4. Discussion and Possible Adoption of Resolution No 2021-__ Adopting and Approving an MTA Policy Manual

Item tabled to allow additional review time. Staff was directed to prepare a summary of notable changes and send to the Board prior to the September meeting. Summary is attached to these minutes by reference.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Jacob King, Executive Director, reported that he is working with Ukiah Unified School District to determine bell schedules and he will provide service to the schools as soon as possible. Mr. King also reported that he will be meeting with Ukiah's City Manager to discuss the Transit Center, one of MTA's important projects.

Bob Butler, Maintenance Manager, reported that he is in the process of working with PG&E and preparing for the electric buses. He said the new electric buses are in Tulsa and will be transferred to Colorado soon for engine placement.

Heather Lindsteadt, HR Director, provided an update on current recruitments.

Dawn White, Mobility Manager, no report.

Mark Harvey, CFO, reported that he is waiting for the county auditor/controller's office to close 2021 fiscal year and then the draft 2021 financial statements will be presented at the next board meeting. He said he is also preparing for the upcoming audit.

2. Matters from Directors

Vice-Chair **Tarbell**: nothing to report but wanted to point out that he is impressed with the good work and thanked staff.

Director **Richard**: nothing to report and thanked all staff for their work.

Director **Dahlhoff**: wanted to give a general thank you to staff.

Director **Mulheren**: appreciates staff and the work to adapt to changing circumstances.

Chairwoman Rodriguez: wanted to shout out of gratitude to everyone at MTA for working so hard.

F. ADJOURN

Chairwoman Rodriguez adjourned the meeting at 2:17 p.m.