



## Board of Directors Regular Meeting Minutes

Wednesday, December 8, 2021

1:30 p.m.

### **MTA Directors in Attendance**

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

### **MTA Directors Absent**

Eric Dahlhoff

### **Staff in Attendance**

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

### **Staff Absent**

*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 1:33 p.m.

### **B. PUBLIC COMMENT**

No public comments.

## C. CONSENT CALENDAR

1. Approval of Minutes of October 27, 2021, Regular Board Meeting
2. Approval of Minutes of November 18, 2021, Special Board Meeting Minutes
3. Acceptance of Service Performance Report
4. Acceptance of Financial Reports – July 2021 to October 2021

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

## D. PRESENTATION

### 1. General Transit Feed Specification (GTFS) Realtime. Jacob King

Lilly Shoup and Lauren Gilbert from CAL-ITP presented to the Board the Realtime GTSF program which will provide transit customers in Northern California a new option for paying their fares through a contactless fare collection system and also provides real time information about when the bus will arrive at stops. GTFS Realtime currently supports the following types of information:

- Trip updates - delays, cancellations, changed routes
- Service alerts - stop moved, unforeseen events affecting a station, route or the entire network
- Vehicle positions - information about the vehicles including location and congestion level

GTFS Realtime will also align fares across the region for passengers who are transferring or travelling on multiple transit agencies.

GTSF Real-Time will be launching Spring 2022 and pricing will be available within a few weeks. If MTA decides to contract with Cal-ITP, the costs will be reimbursable through the CARES funding.

## E. ACTION & DISCUSSION

### 1. Unmet Needs:

Director Albin- Smith would like to add a regular bus service on weekends in Fort Bragg on a regular basis.

Ulysses Velasco from Mendocino College requested service to Covelo.

### 2. Discussion and Possible Adoption of Resolution No. 2021-22 Authorizing Remote Teleconference Meeting of the Board of Directors of Mendocino Transit Authority for the period of December 8, 2021, through January 8, 2022 Pursuant to Brown Act Provisions.

**Upon Motion** by Director **Albin- Smith** seconded by Director **Dueñas** the Board approved Resolution No. 2021-22 Authorizing Remote Teleconference Meeting of the Board of Directors of Mendocino Transit Authority for the period of December 8, 2021, through January 8, 2022 Pursuant to Brown Act Provisions. by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Richard, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dahlhoff.

## **2. Presentation, Discussion and Possible Action - Far North Group: Fare Modernization and Integration Project.**

The Board directed staff to continue working on the Fare Modernization and Integration Project and return to the Board in January with additional information related to cost and service benefits.

**Upon Motion** by Director **Richard** seconded by Director **Mulheren** the Board authorized Executive Director King to continue working with the Far-North Group by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Richard, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dahlhoff.

## **F. DIRECTOR AND MANAGEMENT REPORTS**

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

**Maintenance Manager Bob Butler** reported that MTA is disposing of 5 surplus Ford EL50 XL 15-passenger vans. He said MTA Joint Powers members are eligible to purchase the vehicles prior to MTA placing them for sale to the general public. List of the surplus vehicles is hereby incorporated by reference.

**Heather Lindsteadt, HR Director** reported that MTA will be hosting a Hiring Event in Fort Bragg on January 27, 2022, from 10:00 a.m. to 2:00 p.m. Director Albin-Smith requested that information be sent to the Board when it becomes available.

**Jacob King, Executive Director**, reported that he signed the standard agreement for the all-electric 35-foot Gillig bus. He said the vehicle is being purchased through the 5339 program.

Executive Director King also reported the Board requested programs that are eligible for reimbursement under the CARES funding and said many transit agencies are offering fare free rides, UV light systems, hazard pay or incentive programs and PPE (Gloves, sanitizer, and mask) and contactless payment software programs.

### **2. Matters from Directors**

**Chairwoman Rodriguez:** wished everyone a Merry Christmas and happy holidays. Rodriguez also thanked everyone for all the good work at MTA.

**G. ADJOURN**

Anticipated adjournment is 2:38 p.m.