

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

September 26, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, September 26, 2008 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, California.

Chair Beautz called the meeting to order at 9:04 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi
Donald Hagen
Michelle Hinkle
Emily Reilly
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Ex-Officio Donna Blitzer

DIRECTORS ABSENT

Kirby Nicol
Marcela Tavantzis

STAFF PRESENT

Ciro Aguirre, Operations Manager
Angela Aitken, Finance Manager
Pat Aviles, Asst. Human Resources Manager
Frank Cheng, MB Project Manager
Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel

Shona Harper, Asst. Paratransit Superintendent
Debbie Kinslow, Asst. Finance Manager
Robyn Slater, Human Resources Manager
Tom Stickel, Maintenance Manger
April Warnock, Paratransit Superintendent
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

George Dondero, SCCRTC
Bonnie Morr, UTU
Karena Pushnik, SCCRTC
Reed Rylander, Lead Mechanic

Kim Shultz, SCCRTC
Amy Weiss, Spanish Interpreter
Bob Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- | | | |
|----|---------------------------------|--------------------------------------|
| a. | Kathryn Handforth | Re: Service Request |
| b. | E/D TAC | Re: METRO's Discount Bus Pass Policy |
| c. | CA Rural Legal Assistance, Inc. | Re: ParaCruz Service Complaint |
| d. | SCCRTC | Re: ParaCruz Service Complaint |
| e. | K. Bach | Re: Service Request |
| f. | CA Rural Legal Assistance, Inc. | Re: Passenger Complaint |

Oral:

None

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

- 5-1. **APPROVE REGULAR BOARD MEETING MINUTES OF JUNE 13 & 27, 2008 AND SPECIAL BOARD MEETING MINUTES OF JUNE 19, 25 & 29, 2008**
- 5-2. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF AUGUST 2008**
- 5-3. **CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF WESLEY ALLEN, CLAIM #08-0026**
- 5-4. **ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR SEPTEMBER 17, 2008**
- 5-5. **ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JUNE 2008**
- 5-6. **ACCEPT AND FILE JUNE & JULY 2008 RIDERSHIP REPORT**
- 5-7. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MAY 2008**
- 5-8. **ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JULY 2008**
- 5-9. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH DELTA DENTAL FOR EMPLOYEE DENTAL INSURANCE FOR A TWO-YEAR PERIOD**
- 5-10. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH ASSURANT FOR EMPLOYEE LONG TERM DISABILITY INSURANCE FOR A TWO-YEAR PERIOD**
- 5-11. **CONSIDERATION OF FIXED-ROUTE RIDERSHIP REPORT FOR FY 2008**

- 5-12. RECEIVE STATUS REPORT REGARDING PARACRUZ SAME DAY SERVICE CHANGE POLICY REVISION IN RESPONSE TO INCIDENT ON JANUARY 7, 2008
- 5-13. RECEIVE STATUS REPORT REGARDING CUSTOMER COMPLAINT RECEIVED ON AUGUST 19, 2008
- 5-14. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-15. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE AUGUST 2008 MEETING(S)
- 5-16. CONSIDERATION OF NOTICE OF INTENTION TO AMEND SANTA CRUZ METRO'S CONFLICT OF INTEREST CODE AND SCHEDULING A 45-DAY COMMENT PERIOD
- 5-17. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF THE WATSONVILLE TEMPORARY TRANSIT CENTER AND MAINTENANCE SHOP

Margaret Gallagher noted that a correction would be made on page #5-16.4 to delete the words "Department Only" under the Senior Account Technician position.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Approve the Consent Agenda with the correction to page #5-16.4

Motion passed unanimously with Directors Nicol and Tavantzis being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

The following employees were presented with longevity awards for their years of service:

TEN YEARS

Eleuterio S. Garcia-Sumano, Bus Operator
Daniel Stevenson, Bus Operator (Continued from August)

TWENTY-FIVE YEARS

James L. Lorenzano, Bus Operator

THIRTY YEARS

Donna A. Canales, Customer Service Coordinator

The Board continued Donna Canales and Daniel Stevenson's awards to next month.

7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF SORETTA CHATMAN AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Adopt Resolution of Appreciation for the services of Soretta Chatman as Bus Operator for the Santa Cruz Metropolitan Transit District

Motion passed unanimously with Directors Nicol and Tavantzis being absent.

8. CONSIDERATION OF APPROVAL OF CLASS SPECIFICATION CHANGES FOR THE ADMINISTRATIVE ASSISTANT/SUPERVISOR POSITION

Summary:

Robyn Slater reported that the incumbent retired in July 2008 after many years in the position. The class specification was reviewed and updated to modernize it and provide more details about the duties and responsibilities. SEIU Local 521 has reviewed and accepted the revisions.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HAGEN

Approve the revised class specification (job description) for the Administrative Assistant/Supervisor position

Motion passed unanimously with Directors Nicol and Tavantzis being absent.

9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A MONTH-TO-MONTH AGREEMENT WITH NATIONAL SECURITY SERVICES, INC. FOR SECURITY SERVICES

Summary:

Angela Aitken reported that in December 2006 METRO awarded a three-year security contract to NCLN20. On September 16, 2008, no NCLN20 officer reported to perform revenue collection duties. METRO found NCLN20 in default and exercised its right to terminate the contract at 5:00 p.m. that same day. Also on September 16th, METRO staff met with James Clark from National Security Services by phone to discuss a seamless transition of security services from NCLN20 to National Security Services.

Ms. Aitken said that National Security Services became responsible for all security effective 5:00 p.m. on September 16, 2008 in accordance with the previous NCLN20 contract on a month-to-month basis as an emergency stopgap measure until METRO is able to go through a formal RFP process during the next 90 days. There was no disruption of service or displacement of NCLN20 employees.

Les White explained that NCLN20 is a national company that is struggling financially and in default of numerous contracts throughout the country.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR SKILLICORN

Authorize the General Manager to execute a month-to-month agreement with National Security Services, Inc. for security services until a new contract can be established

Motion passed unanimously with Directors Nicol and Tavantzis being absent.

10. RECEIVE PRESENTATION BY SCCRTC STAFF ON “PLANNING FOR MOBILITY IN THE HIGHWAY 1 CORRIDOR”

Summary:

George Dondero, SCCRTC Executive Director, introduced Kim Shultz and Karena Pushnik and distributed a copy of the presentation, which is attached to the file copy of these minutes.

SCCRTC staff has identified the addition of HOV lanes on Highway 1 from Santa Cruz to Watsonville as the highest priority transportation project in Santa Cruz County. Today’s presentation provided information regarding the Highway 1 HOV Project and SCCRTC staff requested METRO’s endorsement of the project.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR HAGEN

Commend SCCRTC staff for the excellent presentation on an important subject. Direct METRO staff to bring an analysis of the options and an endorsement recommendation back to the Board at the earliest meeting possible

Motion passed unanimously with Directors Nicol and Tavantzis being absent.

11. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the workers compensation case of Christopher Lanagan and conduct a Public Employee Performance Evaluation of the District Counsel. Ms. Gallagher said that Item #1-b would be deleted from today’s Closed Session Agenda and continued to October.

12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Beautz adjourned to Closed Session at 10:40 a.m. and reconvened to Open Session at 10:55 a.m.

SECTION III: RECONVENE TO OPEN SESSION

13. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Chair Beautz adjourned the meeting at 10:55 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator