

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

October 13, 2006

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, October 13, 2006 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Tavantzis called the meeting to order at 9:01 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Dene Bustichi
Michelle Hinkle
Mike Keogh
Kirby Nicol
Emily Reilly
Mike Rotkin
Dale Skillicorn
Mark Stone (arrived after roll call)
Marcela Tavantzis

DIRECTORS ABSENT

Pat Spence
Ex-Officio Wes Scott

STAFF PRESENT

Ciro Agguire, Operations Manager
Frank Cheng, MetroBase Project Manager
Mark Dorfman, Assistant General Manager
Mary Ferrick, Base Superintendent
Terry Gale, IT Manager
Margaret Gallagher, District Counsel

Steve Paulson, Paratransit Administrator
Elisabeth Ross, Finance Manager
Robyn Slater, Human Resources Manager
Tom Stickel, Maintenance Manager
Les White, General Manager

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

George Dondero, SCCRTC
Sandra Lipperd, UTU
Ian McFadden, Transit Planner
Bonnie Morr, UTU

Will Regan, VMU
Sylvia Rogers, Payroll Coordinator
Judy Souza, Mgmt Retiree
Bob Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION

Written:

- | | | |
|----|-------------------------------|---|
| a. | R. Paul Marcelin-Sampson, MRU | Re: Proposed Monterey Peninsula Service Realignment |
| b. | Bonnie Morr, UTU | Re: ParaCruz Labor Agreement |

Oral:

George Dondero, Santa Cruz County Regional Transportation Commission (SCCRTC), congratulated METRO on the California Transportation Commission's (CTC) allocation of \$13 million in State Transit Improvement Program (STIP) funding to METRO yesterday and also that the SCCRTC's Budget & Administration/Personnel Committee has agreed to make a recommendation to allocate \$285,000 in surplus Transportation Development Act (TDA) funds to METRO.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr expressed her frustration to the Board with the manner that METRO's Human Resources' is handling a Family Medical Leave Act (FMLA) situation for senior employee Coco Conklin. Ms. Morr said that employees depend on the Human Resources Department to facilitate this type of process, not hinder it and create obstacles.

DIRECTOR BEAUTZ ARRIVED

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES SEPTEMBER 8 & 22, 2006

Will be included in the October 27, 2006 Board Packet.
No questions or comments.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF SEPTEMBER 2006

No questions or comments.

5-3. ACCEPT AND FILE SEPTEMBER 2006 RIDERSHIP REPORT

Page 1 of the Ridership Report will be included in the October 27, 2006 Board Packet.
No questions or comments.

5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF CANDIDO VELASCO, CLAIM #06-0029

No questions or comments.

- 5-5. **ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR OCTOBER 18, 2006.** (August Minutes not approved by MAC – no September meeting due to lack of quorum)

No questions or comments.

- 5-6. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JULY 2006 AND APPROVAL OF BUDGET TRANSFERS**

Will be included in the October 27, 2006 Board Packet.

No questions or comments.

- 5-7. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JULY 2006**

Will be included in the October 27, 2006 Board Packet.

No questions or comments.

- 5-8. **ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JULY 2006**

No questions or comments.

- 5-9. **ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF AUGUST 2006**

No questions or comments.

- 5-10. **ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE SEPTEMBER 2006 MEETING(S)**

Will be included in the November 2006 Board Packet.

No questions or comments.

- 5-11. **ACCEPT AND FILE METROBASE STATUS REPORT**

Les White reported that METO continues to work with Caltrans on obtaining the encroachment permit required to reconnect the new storms drain at 1122 River Street to replace the existing storm drain, which was corroded away. Frank Cheng added that this issue is in the final stages and METRO has just received the final review comments from Caltrans.

- 5-12. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH ALLIANT INSURANCE SERVICES FOR LONG TERM DISABILITY INSURANCE**

No questions or comments.

5-13. ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF JULY, AUGUST & SEPTEMBER 2006

Discussion:

Vice Chair Tavantzis stated that she appreciates the improvement from the 1st quarter but feels there is still room for more because past survey reports have been a lot better.

Bonnie Morr stated that solar flares, weather, radio transmissions, etc. can cause announcements to be missed intermittently.

Margaret Gallagher explained that METRO has a program in place that documents and addresses problems with the system, thanks to the cooperation of all parties, beginning with the bus operators reporting any issues they encounter. Terry Gale added that the IT department maintains a database to track system issues and determine if there are consistent behaviors with certain busses or locations.

5-14. CONSIDERATION OF APPROVAL OF BOARD OF DIRECTORS REGULAR MEETING SCHEDULE FOR 2007

No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the October 27, 2006 Board meeting.

DIRECTOR STONE ARRIVED

7. CONSIDERATION OF APPROVAL OF A RESOLUTION DECLARING OCTOBER 19, 2006 AS METRO EMPLOYEE RECOGNITION DAY

Summary:

Les White reported that this Resolution would designate October 19th as “METRO Employee Recognition Day” to commemorate the 30th anniversary of direct service operation by METRO employees. A perpetual plaque honoring 30-year employees will be presented at the celebration and updated each year as employees reach their 30-year employment anniversary.

Margaret Gallagher invited everyone to attend the celebration event to be held on October 19th at 2:00 p.m. at Pacific Station (METRO Center).

Ian McFadden gave a slide presentation of historical METRO photos. Several long-time METRO employees, including recent retiree Judy Souza, were present and provided commentary on the older photos.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR STONE

Adopt Resolution designating October 19, 2006 as “METRO Employee Recognition Day” to acknowledge the 30th anniversary of direct service operation by METRO employees

Motion passed by unanimous affirmative voice vote in lieu of a roll call vote with Director Spence being absent.

8. CONSIDERATION FOR THE HUMAN RESOURCES DEPARTMENT TO AUTHORIZE THE USE OF AN EMPLOYEE’S 457 ACCOUNT, WHEN REQUESTED, FOR THE PURCHASE OF “AIR TIME”

Summary:

Robyn Slater reported that the Board had previously prohibited the use of 457 funds to purchase “air time” until the IRS changed it’s regulation regarding this issue. In July 2006 the IRS amended it’s earlier ruling, and now allows active employees to use their individual 457 account to purchase “air time”.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the Human Resources department to process requests for the use of individual 457 accounts to purchase “air time” service credits

Motion passed unanimously with Director Spence being absent.

9. CONSIDERATION OF APPOINTMENT OF DIRECTORS TO THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC)

Summary:

Chair Rotkin briefly explained that the SCCIC is a financial organization set up to finance bonds. Les White stated that if Measure 1B passes, METRO would use this mechanism to go out to bid for the construction of the MetroBase Operations Building as soon as possible.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR STONE

Appoint Jan Beautz, Michelle Hinkle, Emily Reilly, Mike Rotkin and Pat Spence to the Santa Cruz Civic Improvement Corporation (SCCIC) Board of Directors, each for a two-year term

Motion passed unanimously with Director Spence being absent.

ADJOURN

There being no further business, Vice Chair Tavantzis adjourned the meeting at 10:20 a.m.

Respectfully submitted,

Minutes– Board of Directors
October 13, 2006
Page 6

CINDI THOMAS
Administrative Services Coordinator