

**San Mateo County Transit District (District)
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Board of Directors Meeting
September 4, 2024**

Members Present: D. Canepa, M. Chuang, B. Esser, M. Fraser (Chair), J. Gee (Vice Chair),
(In Person) R. Mueller (left 3:36-3:41 pm), J. Powell, P. Ratto

Members Present: R. Medina
(Via Teleconference)

Members Absent: None

Staff Present: A. Chan, K. Jordan Steiner, D. Olmeda, S. van Hoften, D. Santoro,
J. Brook, M. Tseng

1. Call to Order/Pledge of Allegiance

Chair Marina Fraser called the meeting to order at 2:01 pm and led the Pledge of Allegiance.

2. Roll Call

Acting District Secretary Margaret Tseng confirmed that a Board quorum was present.

3. Report from Closed Sessions at August 7 Board Meeting

3.a. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Paul Ghenis v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 20-CIV-04138

3.b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Christine Ferrera v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 20-CIV-01688

3.c. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Estate of Nemesio Isorena, et al. v. San Mateo County Transit District, et al., Superior Court of California, County of San Mateo, Case No. 23-CIV-05309

3.d. Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organizations: Amalgamated Transit Union Local 1574 (Bus Operators and Maintenance, and Customer Service Employees) and International Brotherhood of Teamsters Local 856 (All Units)

- 3.e. Closed Session: Conference with Real Property Negotiators pursuant to Government Code Section 54956.8**
Property: 166 N. Rollins Road, Millbrae
Agency Negotiator: April Chan, District General Manager/CEO
Negotiating Party: Peninsula Corridor Joint Powers Board
Under Negotiation: Price and Terms of Lease

Joan Cassman, Legal Counsel, said the Board took no reportable action for any of the closed sessions. Regarding Item 3.b, she noted the jury verdict came in at \$120,000, which is less than the amount the Board had authorized for settlement.

4. General Counsel Report

- 4.a Closed Session: Conference with Labor Negotiators Pursuant to Government Code Section 54957.6**
Agency-designated Representatives: Pat Glenn and David Olmeda
Employee Organizations: Amalgamated Transit Union Local 1574 (Bus Operators and Maintenance, and Customer Service Employees) and International Brotherhood of Teamsters Local 856 (All Units)

The Board adjourned to closed session at 2:04 pm and reconvened to open session at 3:15 pm.

5. Report from Closed Session

Ms. Cassman said there was no reportable action.

6. Consent Calendar

- 6.a. Approval of Minutes of the Board of Directors Meeting of August 7, 2024**
- 6.b. Acceptance of Statement of Revenues and Expenses for the Period Ending July 31, 2024**
- 6.c. Acceptance of Quarterly Fuel Hedge Update**
- 6.d. Authorizing Execution of Contracts and Amendments for Information Technology Hardware, Software, Licenses, Maintenance Services and Professional Services, and Technology-related Products and Services Through Piggyback Contracts and Cooperative Purchasing Programs for an Aggregate Not-to-exceed Amount of \$8 Million for Fiscal Year 2025 – Approved by Resolution No. 2024-26**
- 6.e. Approving a Request for Allocation of BusAID Round 1 Funding for the El Camino Real Bus Boarding Islands and Bus Stop Balancing Project in Redwood City – Approved by Resolution No. 2024-27**

Motion/Second: Powell/Gee

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

7. Public Comment for Items Not on the Agenda

There were no comments.

8. Report of the Chair

8.a. Report from Audit Committee Meeting of September 4

Director Josh Powell provided a report on the meeting where the findings of the Triennial Performance Audit Report for Fiscal Years 2021 through 2023 were discussed:

- The District is in compliance with statutory and regulatory requirements and had a clean audit in the previous period. There were no recommendations.
- Data reporting is consistent with TDA (Transportation Development Act) definitions.
- Performance indicators were reviewed for bus and paratransit services:
 - Operating cost per vehicle service hour
 - Passengers per vehicle service hour
 - Passengers per vehicle service mile
 - Operating cost per passenger
 - Vehicle service hours per full-time equivalent employee
- The audit was completed during time the agency was recovering from pandemic, during which SamTrans provided essential services.

8.b. Proclamation Honoring Hispanic Heritage Month

Tasha Bartholomew, Manager, Media Relations, summarized the proclamation.

Motion/Second: Gee/Esser

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

8.c. Proclamation Honoring Transit Month

Ms. Bartholomew summarized the proclamation, noting the Outstanding Public Transportation System Achievement Award received from APTA (American Public Transportation Association) and free fares on Rider Appreciation Day on September 16.

Motion/Second: Esser/Chuang

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

Chair Fraser noted that she and April Chan, General Manager/CEO, had attended the launch of Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES), one of the country's seven hydrogen hubs on August 30, which was attended by state and federal leaders including Governor Newsom.

9. Report of the General Manager/CEO

Ms. Chan said that her report was in the packet.

She provided the following highlights:

- Shout-out to the entire SamTrans team who helped to implement the last phase of Reimagine SamTrans in early August, and she thanked voters for approving Measure W in 2018 that made Reimagine SamTrans happen, and for the staff who did the planning, public outreach, contracting and recruitment, and now operations for the delivery of the service.
- Caltrain electrification events on August 10 to celebrate the soft launch of electrified service
- Grants from and partnership with ARCHES to fund hydrogen buses and infrastructure at North Maintenance Base
- Caltrain legal counsel will report on the amendment to the Joint Powers Agreement as well as the drafting of the shared services agreement at their Board meeting on September 5.

10. Board Member Requests/Comments

There were none.

Public Comment:

Roland discussed the benefits of using natural hydrogen resources and incentivizing the oil and gas industry to start drilling for hydrogen instead of oil and gas.

11. Recess to Committee Meetings

The Board meeting recessed to Committee meetings at 3:36 pm.

Director Ray Mueller left the meeting from 3:36 to 3:41 pm.

12. Reconvene Board of Directors Meeting

Chair Fraser reconvened the Board meeting at 4:48 pm.

13. Matters for Board Consideration: Community Relations Committee

Chair Fraser reported on the following items:

- 13.a. Accessible Services Update**
- 13.b. Paratransit Advisory Council Update**
- 13.c. Monthly Performance Report | July 2024**

14. Matters for Board Consideration: Finance Committee

Chair Fraser led the Board in voting on the following item:

- 14.a. Authorizing an Amendment to a Contract with Wipro, LLC to Extend the Term for Four Years and Increase the Contract Capacity by \$9,245,383, from \$14,839,885 to \$24,085,268, for PeopleSoft Hosting and Application Support Services – Approved by Resolution No. 2024-28**
- 14.b. Authorizing a 4 Percent Global Wage Increase for Unrepresented Administrative Employees – Approved by Resolution No. 2024-29**

14.c. Awarding a Contract to MV Transportation, Inc. to Provide Coastside Transportation Services for a Five-year Term for a Total Not-to-exceed Amount of \$35,975,515, and Authorizing up to Four Additional Option Years for an Additional Not-to-exceed Amount of \$35,089,442 – Approved by Resolution No. 2024-30

Motion/Second: Chuang/Esser

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

15. Matters for Board Consideration: Legislative Committee

Chair Fraser reported on the following item:

15.a. State and Federal Legislative Update

16. Communications to the Board of Directors

Chair Fraser noted that the correspondence was in the agenda packet (available online).

17. Date/Time of Next Regular Meeting

Chair Fraser announced the time and location of the next meeting as Wednesday, October 9, 2024 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

18. General Counsel Report

18.a. Closed Session: Conference with Real Property Negotiators pursuant to Government Code Section 54956.8

Property: 166 N. Rollins Road, Millbrae

Agency Negotiator: April Chan, District General Manager/CEO

Negotiating Party: Peninsula Corridor Joint Powers Board

Under Negotiation: Price and Terms of Lease

Ms. Cassman announced the closed session and said she would provide a report-out at the next regular Board meeting on October 9 as no action was anticipated following the closed session.

The Board adjourned to closed session at 4:50 pm.

19. Adjourn

The meeting adjourned at 5:34 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.