

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 9, 2011**

Board Members Present: J. Deal, C. Groom, R. Guilbault, S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto (Chair), A. Tissier

Board Members Absent: O. Ahmad

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon, J. Slavit

Chair Karyl Matsumoto called the meeting to order at 3:20 p.m.

CONSENT CALENDAR

The Board approved the consent calendar (Deal/Harris):

- a. Approval of Minutes of Board of Directors Meeting of February 9, 2011
- b. Acceptance of Statement of Revenues and Expenses for January 2011

PUBLIC COMMENT

Jerry Grace, San Lorenzo, said his birthday is next week and this weekend the clocks need to be changed.

REPORT OF CHAIR

Resolution of Appreciation to Outgoing Chair Rose Guilbault

Chair Matsumoto presented a resolution of appreciation to Director Rose Guilbault for serving as chair in 2010.

The motion (Matsumoto/Deal) to approve the resolution was approved unanimously by roll call.

Director Guilbault said it was an extraordinary year and staff and this board is great to work with.

Chair Matsumoto announced the committee chairs for the year:

- Community Relations Committee – Director Guilbault
- Finance Committee – Director Omar Ahmad
- Legislative Committee – Director Zoe Kersteen-Tucker
- Planning, Development & Sustainability Committee – Director Carole Groom
- Ad Hoc: San Carlos Transit Oriented Development – Director Jerry Deal
- Ad Hoc: Strategic Plan/Financial Capacity – Director Adrienne Tissier

REPORT OF THE GENERAL MANAGER/CEO

Michael Scanlon reported:

- Thanked Director Guilbault for her service as chair last year.
- Jai Prasad was recognized for 30-year safe driver award.
- Tevita Pepa was recognized as 2010 Maintenance Employee of the Year.
- Cheryl Ross was recognized as 2010 Operator of the Year.
- SamTrans is partnering with the University of the Pacific for a nine-course certificate program starting on March 18 entitled "Transit and Paratransit Management."
- The second leadership academy class has begun.
- Deputy CEO Chuck Harvey attended the recent American Public Transportation Association (APTA) Chief Executive Officers conference and he had an opportunity to talk with transit CEOs about SamTrans' investment in human capital. Mr. Harvey has been asked by APTA staff to conduct sessions on work force development being done at SamTrans.
- The employees at South Base have worked over 32,000 without a loss work day between April-October 2010.
- Fixed-route averaged over 29,000 miles between service calls and paratransit fleet averaged over 37,000 miles. These are both above the 19,000 mile target.
- A Route 17 operator was recognized by Director Kersteen-Tucker for turning in a lost wallet.
- Thanked Director Tissier for her continued support with the older driver classes.
- Two public hearings were held at the March 3 Peninsula Corridor Joint Powers Board on service cuts, station closures and fare increases and also to declare a fiscal emergency. He said 99 speakers spoke between the two public hearings.
- There will be a special Board workshop on March 24 at 1 p.m. to discuss the SamTrans financial issue.

Mr. Harvey said SamTrans signed an APTA Sustainability Commitment. He said a group of SamTrans volunteers was formed and a program was put together to measure greenhouse gas emissions and begin to chart a methodology to reduce these emissions. Mr. Harvey said by achieving all of the particular items necessary under the commitment SamTrans was awarded the APTA Sustainability Bronze award.

CALL FOR A PUBLIC HEARING ON APRIL 13, 2011 FOR THE FILING OF A FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 GRANT APPLICATION

Manager of Grants and Fund Programming Joel Slavit said staff is requesting a public hearing be held at the April 13 meeting for the filing of FTA Section 5310 Transportation for Elderly Persons and Persons with Disabilities grant application. He said public agencies are required to hold public hearings when they seek to apply for discretionary Section 5310 funds to ensure there is no duplication from other non-profit entities that may be readily available to provide the same service. Mr. Slavit said staff will be applying for two small cut-away buses to replace two sedans for Redi-Wheels service. The proposal will also result in cost savings as it will reduce the need to rely on taxi service during periods of peak demand.

The motion (Lloyd/Tissier) to call for the public hearing at the April 13 meeting was approved unanimously.

COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Citizens Advisory Committee Liaison Report
- c. Performance Report – Caltrain
- d. Multimodal Ridership Report – January 2011

FINANCE COMMITTEE

RESOLUTIONS

- a. Authorize Execution of Cooperative Agreements with the City/County Association of Governments (C/CAG) for Transportation Funds for Clean Air Funds for the SamTrans Shuttle Bus Program
- b. Authorize the Filing of Applications for Proposition 1B Transit Security Program Funds
- c. Authorize Amending the Fiscal Year 2011 Capital Budget by \$3,797,000 from \$8,624,325 to \$12,421,325 for the PeopleSoft Integration and Real-Time Transit Information Projects
- d. Authorize a Pilot Residential Pass Program Through 2013
- e. Authorize Award of Contract to Aramark Uniform Services for Rental, Purchase and Laundering of Work Clothing, Shop Towels and Related Items for a Total Estimated Cost of \$269,186 for a Five-Year Term
- f. Authorize Award of Contract to Bayshore Truck Equipment for Remanufacturing Heavy Duty Differentials for a Total Estimated Cost of \$287,010

The motion (Harris/Lloyd) to approve the resolutions was approved unanimously by roll call.

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

SUBJECTS DISCUSSED

- a. North San Mateo County-Based Transportation Plan
- b. Capital Projects Quarterly Status Report

WRITTEN COMMUNICATIONS

In reading file

BOARD MEMBER COMMENTS

Director Kersteen-Tucker commended SamTrans and staff on the APTA Bronze Sustainability award. She said it demonstrates a lot of courage among staff and SamTrans to take on the effort and appreciates the commitment SamTrans has on this issue.

DATE AND TIME OF NEXT MEETING – Special Meeting March 24 at 1 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

GENERAL COUNSEL PROPOSAL

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Transportation Supervisors, Dispatchers and Radio Controllers)
- b. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)
- c. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Bus Operators, Mechanics, Utility Workers and Storeskeeper Employees)

Legal Counsel David Miller said there will be a closed session today for an update on pending labor negotiations.

The meeting adjourned to closed session at 4:02 p.m.

Meeting reconvened to open session at 4:36 p.m.

Mr. Miller said the Board met in closed session to consider pending labor negotiations and period reports will continue to be made to the Board as negotiations proceed.

Adjourned at 4:37 p.m.