

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 11, 2015**

Board Members Present: J. Gee, R. Guilbault, S. Harris (Chair), Z. Kersteen-Tucker, K. Matsumoto, P. Ratto, C. Stone, A. Tissier

Board Members Absent: C. Groom

Staff Present: J. Averill, J. Cassman, G. Harrington, C. Harvey, R. Haskin, M. Martinez, N. McKenna, M. Scanlon, M. Simon, S. van Hoften

Chair Shirley Harris called the meeting to order at 3:03 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of February 4, 2015
- b. Acceptance of Statement of Revenues and Expenses for January 2015

Motion/Second: Kersteen-Tucker/Tissier

Ayes: Gee, Guilbault, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier, Harris

Absent: Groom

PUBLIC COMMENT

Jerry Grace, San Pablo, said he had to attend two meetings last month and that is why he missed the February meeting. He said on March 12, Bay Area Rapid Transit will have an outreach event in Daly City on length of trains.

REPORT OF CHAIR

Resolution of Appreciation to General Manager/CEO, Michael Scanlon

Chair Harris and Vice Chair Zoe Kersteen-Tucker presented Mr. Scanlon with a Resolution of Appreciation. Mr. Scanlon is retiring after 15 years with the District and over 47 years in the transit industry.

Motion/Second: Harris/Guilbault

Ayes: Gee, Guilbault, Kersteen-Tucker, Matsumoto, Stone, Tissier, Harris

Absent: Groom

Mr. Scanlon thanked the Board. He said 15 years went quickly and his only regret is not getting to work with the new Board members. Mr. Scanlon said he should be giving the resolution to the Board and staff. This is a special place and a team that makes it work so well.

Director Rose Guilbault said it was an honor to work with Mr. Scanlon and read an Irish retirement prayer.

Chair Harris reported that Directors Kersteen-Tucker and Karyl Matsumoto attended the American Public Transportation Association Legislative Conference.

Director Matsumoto said it was a good trip. There is a "Stand Up for Transportation" event on April 9. Mark Simon, Executive Officer, Public Affairs, said transit properties all around the country are working together to demonstrate the need for transit funding.

Director Matsumoto said there is a bus coalition and they are recommending Congress establish a bus state of good repair program. She said the bus systems in the United States carry more than 52 percent of all transit riders, but only receive 9.5 percent of transit capital program funds under the current Moving Ahead for Progress in the 21st Century (MAP-21).

Director Kersteen-Tucker said Congresswoman Barbara Boxer is holding a rally on Capitol Hill on April 15 for the reauthorization of MAP-21. She said at different meetings they were asked if SamTrans had predictive arrival because transit there just got it.

REPORT OF THE GENERAL MANAGER/CEO

Mr. Scanlon reported:

- Congratulated Director Peter Ratto on his appointment to the Board.
- Harish Reddy was recognized as Bus Operator of the Year.
- Ashok Singh was recognized as Maintenance Employee of the Year.
- Karambir Cheema, Superintendent, Bus Transportation, accepted the Operations Base Safety Award for North Base bus operators who averaged more than 117,000 miles between accidents.
- Elliott Rivas, Superintendent, Maintenance, accepted the Maintenance Base Safety Award for South Base employees who worked 61,000 hours with one lost-time injury.
- Commended Gigi Harrington, Deputy CEO, and her staff on achieving the high bond ratings.
- In January fixed-routes averaged over 26,500 miles between service calls and Redi-Wheels only had one service call in 162,000 miles.
- Human capital investment continued with 2,300 hours of training in January.
- Seven District employees are participating in the University of the Pacific's Transit and Paratransit Management Certificate Program being hosted by the Santa Clara Valley Transportation Authority (VTA) on nine Fridays through May.
- Staff will be releasing Requests for Proposals for travel training for the visually impaired and for people with cognitive developmental issues.
- Redi-Wheels service contract transition continues to go smoothly. The February on-time performance was above 90 percent for the second consecutive month.
- Staff is preparing for the shuttle services contract transition in July.
- The passenger count reporting in the National Transit Database has been converted from a manual to automated system.
- Staff will be launching a two month Clipper campaign to help create awareness of Clipper on SamTrans.

COMMUNITY RELATIONS COMMITTEE – Z. Kersteen-Tucker

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Shuttles
- e. Multimodal Ridership Report – January 2015

FINANCE COMMITTEE – R. Guilbault

RESOLUTIONS

- a. Authorize Approval of Debt Refinancing Structure and Financing Documents and Post-Issuance Tax Compliance Procedures
- b. Authorize Entering into a Memorandum of Understanding with the Peninsula Jewish Community Center to Pass Through \$52,000 of Federal Transit Administration New Freedom Funds
- c. Authorize the Disposition of 74 Surplus Rolling Stock
- d. Authorize Award of Contract to Kimball Midwest for Furnishing and Servicing Bolts, Nuts, Fasteners and Related Items for a Total Estimated Cost of \$141,799 for a Five-Year Term

Motion/Second: Guilbault/Tissier

Ayes: Gee, Guilbault, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier, Harris

Absent: Groom

LEGISLATIVE COMMITTEE – A. Tissier

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE – K. Matsumoto

SUBJECTS DISCUSSED

- a. SamTrans Service Plan Performance Metrics
- b. Capital Projects Quarterly Status Report – 2nd Quarter Fiscal Year 2015

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

None

DATE AND TIME OF NEXT MEETING – April 1, 2015, at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

GENERAL COUNSEL PROPOSAL

Recessed to closed session at 3:57 p.m.

Reconvened at 4:51 p.m.

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Ling La v. San Mateo County Transit District

Joan Cassman, Legal Counsel, said the Board received a status report and there is no action.

Public Employee Appointment – Pursuant to Government Code Section 54957: General Manager/CEO

Ms. Cassman said the Board received a report from the recruitment committee and a recommendation for an appointment.

Chair Harris thanked Director Jeff Gee for his efforts in chairing and working with the recruitment committee to select the best candidate for the job.

Director Gee said when Mr. Scanlon announced his retirement, Tim McNamara of Boyden and Associates was retained for recruitment efforts. This is a unique position that leads three agencies with three separate boards and spans three different counties. Director Gee said Mr. McNamara's first task was to update the job description with its characteristics and responsibilities. Boyden reached out to over 30 stakeholders to get input to update the job description. Director Gee said the recruitment outreach contacted over 200 individuals.

Director Gee said because of the unique relationship with the three agencies and the three counties, the search committee was composed of stakeholders from all six entities. The committee members were: Director Karyl Matsumoto, representing the San Mateo County Transportation Authority (TA); Director Tissier, representing the Peninsula Corridor Joint Powers Board (JPB); Chair Harris and himself, representing SamTrans; Tom Nolan, Chair of the San Francisco Municipal Transportation Authority (SFMTA) and representing San Francisco on the JPB; and Ash Kalra, Chair of the VTA, representing Santa Clara County on the JPB. There were also two ex-officio members: Ed Reiskin, Executive Director/CEO of SFMTA and Nuria Fernandez, General Manager of VTA.

Director Gee said in early January, Mr. McNamara brought 12 names to the committee and four candidates were interviewed in February. After meeting the four candidates and deliberating, the search committee reached a unanimous recommendation of Jim Hartnett as the new General Manager/CEO.

Motion/Second: Harris/Tissier

Ayes: Gee, Guilbault, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier, Harris

Absent: Groom

Ms. Cassman said the resolution will formally appoint Mr. Hartnett as the new General Manager/CEO of the San Mateo County Transit District and will also approve and authorize the execution of an employment agreement. Ms. Cassman said this is a five-year term contract beginning March 30, 2015. His base salary will be \$263,000 and will be subject to annual adjustments in conjunction with an annual performance evaluation. Ms. Cassman said Mr. Hartnett will receive stipends for serving as Executive Director for the other two agencies that are managed by the District: \$75,000 for the JPB and \$25,000 for the TA. Ms. Cassman said Mr. Hartnett will have two deferred

compensation plans: one is the deferred compensation plan available to all employees at the District; a second compensation will be set up for Mr. Hartnett. He will be a new employee under the Public Employees Retirement System, which means he is fully subject to the Public Employees' Pension Reform Act passed in 2013 by California voters. He will have a 2 percent at age 62 retirement formula, and there will be a small defined contribution supplemental plan that will be established for Mr. Hartnett in which the District will contribute pursuant to a formula which results in an amount less than \$15,000 in his first year of employment. Ms. Cassman said Mr. Hartnett will receive paid time off in accordance with the policies of the District. He will begin with a bank of 240 hours and be treated as an employee with 20 years of service. Mr. Hartnett will receive holidays and health, welfare, and life insurance benefits in accord with what is provided to all employees, and he will receive use of a District vehicle.

Director Gee said as the search began it was very clear the District was competing nationwide for a new General Manager/CEO against other transit properties, the private sector, and international companies. Director Gee said many of the candidates' base salaries were in excess of \$300,000 and were not local. He said he firmly believes Mr. Hartnett's compensation package is appropriate given the context of where the District is and given the major capital improvements occurring for the JPB. He said Mr. Hartnett has met with San Francisco Mayor Ed Lee to continue the collaboration.

Motion/Second: Tissier/Gee

Ayes: Gee, Guilbault, Kersteen-Tucker, Matsumoto, Ratto, Stone, Tissier, Harris

Absent: Groom

The meeting adjourned at 5:03 p.m.