

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

**MINUTES OF BOARD OF DIRECTORS MEETING
JULY 8, 2020**

MEMBERS PRESENT: R. Collins, M. Fraser, R. Guilbault, K. Matsumoto (Chair), D. Pine,
(Via Teleconference) J. Powell, P. Ratto (Vice Chair), C. Stone

MEMBERS ABSENT: C. Groom

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, J. Brook, S. Wong, D. Seamans

1. CALL TO ORDER

Chair Karyl Matsumoto called the meeting to order at 2:01 pm.

2. ROLL CALL

Dora Seamans, District Secretary, called the roll and confirmed a quorum was present.

3. CONFERENCE WITH LEGAL COUNSEL

a. Closed Session: Conference with Labor Negotiator Pursuant to Government Code Section 54957.6

Agency-designated Representative: Pat Glenn

Employee Organization: Amalgamated Transit Union, Local 1574 (Bus Operators, Mechanics, Utility Workers, Storeskeepers, and Customer Service Representatives)

The Board meeting recessed to closed session at 2:07 pm.

Chair Matsumoto reconvened the Board meeting into open session at 2:36 pm.

b. Open Session: Report from Closed Session During Part I of Meeting

Shayna van Hoften, Legal Counsel, announced that there was no reportable action taken.

4. CONSENT CALENDAR

a. Approval of Minutes of the Board of Directors Meeting of June 3, 2020

b. Acceptance of Statement of Revenues and Expenses for May 2020

c. Authorize an Amendment to the Contract with Wipro, LLC, for PeopleSoft Hosting and Application Support Services – Approved by Resolution No. 2020-29

d. Authorize an Amendment to Extend the Contract with C.A.R.E. Evaluators for ADA Paratransit Eligibility Evaluation Services – Approved by Resolution No. 2020-30

Motion/Second: Collins/Guilbault

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no public comments.

6. REPORT OF THE CHAIR

Chair Matsumoto thanked the Board, staff, and the public for their continued cooperation and patience during the pandemic.

7. REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, asked Director Rose Guilbault to announce an award. Director Guilbault noted that Michelle Louie, Planning Analyst, Operations, was honored as 2020 Alumna of the Year by the Mineta Transportation Institute (MTI) and congratulated her on completing her Master of Transportation Systems program.

Mr. Hartnett acknowledged staff's sensitivity to the community's and customers' needs.

a. SamTrans Scenario Planning Update

Christy Wegener, Director of Planning; Millie Tolleson, Principal Planner; and Christina Valiente, Manager, Marketing Outreach, provided the presentation.

Chair Matsumoto asked about riders boarding without masks. David Olmeda, Chief Operating Officer/Bus, said that they have auto-messaging and signs on buses stating that masks are required. He said that supervisors may be on hand to provide disposable masks.

Director Charles Stone said he thought it was not possible to make the school schedule work currently due to too many unknowns on the part of the school districts.

Public Comment:

Mike Levinson, Paratransit Coordinating Council, said that some paratransit riders have expressed concern that some operators are not wearing masks.

8. BOARD MEMBER REQUESTS/COMMENTS

Chair Matsumoto thanked her fellow Board members for all their work on the various boards and committees on which they serve.

9. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 3:22 pm.

10. RECONVENE BOARD OF DIRECTORS MEETING

Chair Matsumoto reconvened the Board meeting at 3:59 pm.

11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Fraser reported on the following items:

SUBJECTS DISCUSSED:

- a. Accessible Services Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Multimodal Ridership Report – May 2020

12. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

Director Powell led the Board in voting on the following items:

RESOLUTIONS:

- a. Awarding a Contract to Creative Bus Sales, Inc., for the Purchase and Delivery of 14 Braun Paratransit Vehicles for a Not-to-exceed Amount of \$882,894 and Authorizing the Disposition of 14 Surplus 2014 El Dorado Paratransit Vehicles – *Approved by Resolution No. 2020-31*
- b. Approving and Ratifying the Insurance Program for Fiscal Year 2021 – *Approved by Resolution No. 2020-32*
- c. Authorizing Execution of Amendment 2 of the Amended and Restated Clipper Memorandum of Understanding with the Metropolitan Transportation Commission and Bay Area Transit Operators – *Approved by Resolution No. 2020-33*

MOTION:

- d. Rejection of Bids from Banner Uniform Center, Galls, LLC, and Murphy & Hartelius/M&H Uniforms and Authorize Negotiation of Contract for Bus Operator Uniforms on the Open Market

Motion/Second: Powell/Ratto

Ayes: Collins, Fraser, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Noes: None

Absent: Groom

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Collins reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

Chair Matsumoto took Items 15 and 16 prior to the General Counsel Report.

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Matsumoto noted that the correspondence was in the packet.

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Matsumoto announced the time and location of the next meeting as Wednesday, August 5, 2020 at 2:00 pm, with teleconference details to be provided

prior to the meeting.

14. GENERAL COUNSEL REPORT

a. Closed Session – Anticipated Litigation: Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case

Ms. Cassman said that she would report on any action taken during the closed session at the next Board meeting on August 5.

The Board meeting adjourned to closed session at 4:03 pm.

17. ADJOURN

The Board meeting adjourned immediately following the closed session at 5:57 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.