

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
DECEMBER 1, 2021**

MEMBERS PRESENT: M. Fraser, J. Gee, R. Guilbault, R. Medina, D. Pine (joined at
(Via Teleconference) 3:30 pm), J. Powell, P. Ratto (Vice Chair), C. Stone (Chair)

MEMBERS ABSENT: C. Groom

STAFF PRESENT: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:03 pm and requested that Director Rico Medina lead the Pledge of Allegiance.

2. ROLL CALL

Ms. Seamans confirmed that a quorum of the Board was present.

3. REPORT FROM CLOSED SESSION AT NOVEMBER 3 BOARD MEETING

- a. Conference with Legal Counsel – Anticipated Litigation. Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case**
- b. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6**

Joan Cassman, Legal Counsel, stated that no reportable actions were taken.

4. CONSENT CALENDAR

- a. Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person – Approved by Resolution No. 2021-54**
- b. Approval of Minutes of the Board of Directors Meeting of November 3, 2021**
- c. Acceptance of Statement of Revenues and Expenses for the Period Ending October 31, 2021**
- d. Acceptance of Capital Projects Quarterly Status Report for 1st Quarter FY 2022**
- e. Acceptance of Quarterly Fuel Hedge Update**
- f. Continuation of the Safe Harbor Transit Ticket Program**
- g. Award of Contract to Provide Financial Audit Services – Approved by Resolution No. 2021-55**
- h. Award of Contract with Hobbs Investments, Inc. dba Am-Tran to Provide Mail Courier Services – Approved by Resolution No. 2021-56**
- i. Award of Contract to Furnish and Service Shop Supplies – Approved by Resolution No. 2021-57**

Chair Stone requested that staff provide more information about Item #4f for those unfamiliar with the Safe Harbor Program. Carter Mau, General Manager/CEO, provided a brief summary on the purpose of the program.

Motion/Second: Medina/Guilbault

Ayes: Fraser, Gee, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Groom, Pine

5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Kyla Valenti advocated for preserving Route 295 service to the Cordilleras Center.

6. REPORT OF THE CHAIR

a. 2022 Chair and Vice Chair Nominating Committee

Chair Stone noted that he and Directors Groom, Guilbault, and Powell were assigned to the Nominating Committee and that they would submit their recommendations for 2022 Chair and Vice Chair at the January 5 Board meeting.

He said he was supportive of the recommendations from the Reimagine SamTrans team that were presented at the November 3 Board meeting.

7. REPORT OF THE GENERAL MANAGER/CEO

Mr. Mau noted that his report was in the packet. He said that over 90 percent of employees were fully vaccinated and that testing protocols were in place for unvaccinated employees. He said that Director Jeff Gee had previously requested information about where bus operators and other employees live. Nate Kramer, Executive Officer, Civil Rights, Employee Relations/Labor Relations, and Human Resources, shared a visual analysis and heat map showing where employees live, their retention rate, and how far they live from the workplace.

Mr. Mau said that SamTrans had started a Business Intelligence Unit to analyze data used for making District business decisions. He commended the hard work of all employees. He noted that the Holiday Bus would be returning to service and the Holiday Train would be coming on December 4 and 5.

Director Gee thanked Mr. Mau and Mr. Kramer for their data-gathering efforts.

Director Josh Powell said he was supportive of the effort to perform business analytics.

Vice Chair Peter Ratto said he was pleased to see that the bulk of bus operators live in San Mateo County.

Director Rose Guilbault noted her participation in the Autonomous Vehicles Workshop on November 17. She asked about employees who were not vaccinated. Mr. Mau said that unvaccinated employees are required to undergo regular testing and may be subject to disciplinary action if they do not comply.

Director Marina Fraser said she was pleased about the Business Intelligence Unit.

Director Rico Medina said he was impressed with the operators' efforts to do their jobs with the added responsibility to comply with COVID regulations.

Chair Stone noted that the employee living data does not indicate factors such as housing and household income levels.

Public Comment:

Roland said he supported the Business Intelligence Unit and looked forward to reviewing a report that shows how the data is driving business decisions.

Adina Levin, Friends of Caltrain and TEAMC Transit Justice Coalition, thanked the District for operating successfully in a pandemic environment. She requested the Board's support for housing equity and a regional all-agency transit fare pass for SamTrans users and employees.

8. BOARD MEMBER REQUESTS/COMMENTS

There were no requests.

9. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 2:41 pm.

10. RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 3:20 pm.

11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Rose Guilbault led the Board in voting on the following item:

MOTION:

- a. Motion to Make Appointments to the Measure W Citizens Oversight Committee

Motion/Second: Guilbault/Ratto

Ayes: Fraser, Gee, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Groom, Pine

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessible Services Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Mobility Management Report – ADA Paratransit Services
- f. Monthly Performance Report – October 2021

12. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Marina Fraser reported on the following items:

SUBJECTS DISCUSSED:

- a. State and Federal Legislative Update
- b. 2022 Draft Legislative Program

13. COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

14. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, January 5, 2022 at 2:00 pm, via Zoom.

15. GENERAL COUNSEL REPORT

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

Agency-designated Representatives: Pat Glenn and David Olmeda

Employee Organization: Amalgamated Transit Union Local 1574 (Bus Operators, and Maintenance and Customer Service Employees)

Ms. Cassman announced it was not anticipated that the Board would have any reportable actions and Chair Stone noted that the Board would not reconvene into open session following the closed session.

Chair Stone noted that December 1 was the 66th anniversary of Rosa Parks refusing to give up her seat on the bus and adjourned the meeting in her honor.

The Board recessed to closed session at 3:26 pm.

Director Dave Pine joined the meeting at 3:30 pm.

16. ADJOURN

The meeting adjourned at 4:14 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.