

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

November 14, 2003

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, November 14, 2003 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chairperson Keogh called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Emily Reilly
Mike Rotkin
Ex-Officio Wes Scott (arrived after roll call)
Pat Spence

DIRECTORS ABSENT

Dennis Norton
Ana Ventura Phares
Marcela Tavantzis

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Assistant General Manager
Margaret Gallagher, District Counsel
David Konno, Facilities Maintenance Mgr.

Steve Paulson, Paratransit Administrator
Elisabeth Ross, Finance Manager
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Scott Bugental, Seniors Commission
Bill Carlsberg, Love, Inc.
Gary Klemz, SEIU
Jeff LeBlanc, Rider
Manny Martinez, PSA

Ian McFadden, SEA
Bonnie Morr, UTU
Karena Pushnik, SCCRTC
Nancy Sherrod, Lift Line
Link Spooner, Lift Line

2. ORAL AND WRITTEN COMMUNICATION

Written:

a. R. Paul Marcelin-Sampson

RE: Marketing of METRO Services

Director Rotkin requested a brief response from staff regarding the costs involved with Mr. Marcelin's suggestions.

Director Spence submitted a memo to the Board, a copy of which is attached to these Minutes, regarding clarifying motions that are made so people with visual and/or hearing impairments would understand exactly what is being voted on by the Board.

A letter was distributed from Bill Carlsberg of Love, Inc. regarding a bus pass request for those people who utilize the Interfaith Satellite Shelter Program, which recently lost its funding. Vice Chairperson Keogh made this letter Item b. under Written Communications and this letter is attached to these Minutes:

b. Bill Carlsberg, Love, Inc. RE: Interfaith Satellite Shelter Program

It was determined by the Board after discussions that with the contribution of \$62,000 by Rolling Revelry, this issue is no longer considered an emergency.

3. LABOR ORGANIZATION COMMUNICATIONS

Ian McFadden introduced himself as the new SEA President.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Page 5-7.a8 was distributed after being inadvertently omitted from the agenda packets. This page is attached to these Minutes.

EX OFFICIO DIRECTOR SCOTT ARRIVED.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF OCTOBER 10 AND OCTOBER 24, 2003

Director Spence asked that the following changes be made to the Minutes of October 24, 2003:

Page 5-1.11 “Elderly & Disabled Transit Access **Advisory** Committee”
Page 5-1.12 “She stated that MASTF ~~would~~ **should** be on an equal playing field with the Metro Riders Group”

Director Spence also discussed the motion made at the October 24th meeting on the public advisory group. Director Spence submitted notes as to how she would clarify that motion. Les White added that there are some issues he intends to bring back to the Board in December that relate to this item.

DIRECTOR BEAUTZ ARRIVED.

District Counsel and the Administrative Services Coordinator will review the tape of that meeting to further clarify the motion in the Minutes of the October 24th Board meeting. They will attempt to have the Minutes modified in time for approval at the November 21st Board meeting.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

5-3. ACCEPT AND FILE OCTOBER 2003 RIDERSHIP REPORT

PAGE 1 OF THE RIDERSHIP REPORT WILL BE PRESENTED FOR CONSIDERATION AT THE NOVEMBER 14 21, 2003 BOARD MEETING

Vice Chairperson Keogh corrected the agenda in that Page 1 of the Ridership Report would be presented for consideration at the November 21st Board meeting, not the November 14th meeting as stated in error on the agenda.

5-4. CONSIDERATION OF TORT CLAIMS: None

5-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF NOVEMBER 20, 2003 AND THE MINUTES OF THE OCTOBER 16, 2003 MEETING

No questions or comments.

5-6. ACCEPT AND FILE AGENDA FOR THE MUG COMMITTEE MEETING OF NOVEMBER 19, 2003 AND THE MINUTES OF THE OCTOBER 15, 2003 MEETING

No questions or comments.

5-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR SEPTEMBER 2003 AND APPROVAL OF BUDGET TRANSFERS

Director Rotkin asked for information on how staff will fix the \$280,000 revenue shortfall experienced during the first 3 months of FY 03/04. Mr. White responded that staff has been successful in operating under budget and will keep tighter reins on expenditures. He added that anything funded out of capital will be STA only and staff will capitalize costs where feasible. The problem is that the shortfall continues to increase. There were discussions on why the sales tax is increasing but METRO's portion is decreasing. Ms. Ross responded that this is due to the economy.

5-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR AUGUST 2003

Steve Paulson reported that the recertification process would be completed by the end of the fiscal year. He added that the number of registrants has decreased by 2/3 due to eliminating duplicate records, people who either died or moved out of the area, and those who have already gone through the recertification process.

5-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR SEPTEMBER 2003

Les White informed the Board that he would have a proposal from Caltrans and Amtrak to consolidate the Amtrak connector service and Highway 17 buses and to bring the service down

to Pacific Station. This proposal would cover both the costs of extending service to Pacific Station and for the existing corridor. There will, however, be a fare implication.

ITEMS #11 AND #13 WERE TAKEN OUT OF ORDER AT THIS TIME.

**11. CONSIDERATION OF ENTERING INTO AN INTERIM CONTRACT WITH FIRST ALARM SECURITY OF SANTA CRUZ FOR THE PROVISION OF SECURITY SERVICES FROM NOVEMBER 14, 2003 THROUGH DECEMBER 31, 2003
ACTION IS REQUIRED AT THE NOVEMBER 14, 2003 BOARD MEETING**

Summary:

Bryant Baehr reported that METRO contracted with Paige's Security since September 2000. A fax was received on November 4th advising METRO that Paige's would be shut down, putting 450 people out of jobs. Mr. Baehr had to inform the Paige's staff who were on METRO property and escort them from the property. The General Manager's purchasing authority secured services from First Alarm through the Request for Proposals (RFP) process but cannot extend it through the end of the year. Staff recommended that the Board approve entering into an agreement with First Alarm to provide security services from November 14 through December 31, 2003. Firms will be interviewed in December and staff will return to the Board at its December 19th meeting with status of the interviews.

Discussion:

Director Rotkin asked to be on the interview panel.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to enter into an agreement with First Alarm Services from November 14, 2003 through December 31, 2003 to allow the bidding process to take place and add a Board member to the interview process.

Motion passed with Director Keogh abstaining and Directors Norton, Phares and Tavantzis being absent.

13. ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR NOVEMBER 21, 2003 – WATSONVILLE CITY COUNCIL CHAMBERS, 250 MAIN STREET, WATSONVILLE

An email will be sent to Board members about a shuttle being provided to take them to the Watsonville City Council Chambers for next week's Board meeting.

5-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Bryant will bring the current ridership figures to next week's meeting.

5-11. ACCEPT AND FILE METROBASE STATUS REPORT

No questions or comments.

5-12. ACCEPT AND FILE SANTA CRUZ NEEDLE EXCHANGE REPORT FOR TRANSIT CENTERS

No questions or comments.

5-13. ACCEPT AND FILE FOLLOW-UP REPORT ON RECENT PUBLIC INPUT PROCESS

There may be a day-long work session planned to discuss the most cost effective way to handle public outreach. This item will be brought back to the Board when there is sufficient time on the agenda to discuss this.

5-14. CONSIDERATION OF A RESOLUTION AUTHORIZING AN AMENDED TDA CLAIM FOR FY 2004

No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

THIS PRESENTATION WILL TAKE PLACE AT THE NOVEMBER 21, 2003 BOARD MEETING

7. CONSIDERATION OF APPROVAL OF DIRECTING METRO STAFF TO PREPARE A TRANSITION PLAN FOR THE DIRECT OPERATION OF PARACRUZ SERVICE FOR CONSIDERATION BY THE BOARD OF DIRECTORS IN DECEMBER 2003

Summary:

Les White stated that a letter was received on November 6th from Community Bridges indicating that they need an 18% rate increase, retroactive from July 1, 2003, in order to continue providing ADA services. This rate increase equates to \$450,000. Community Bridges also submitted a proposal for co-mingling of trips. Mr. White added that staff would analyze the proposal and make recommendations to the Board in December.

Mr. White also stated that if the ADA service is extracted from Community Bridges, a determination needs to be made as to the impact on the other services provided by Community Bridges. If the other services are negatively impacted, it must be determined whether METRO has the capacity to take on these other services. Mr. White recommended that the Board direct staff to bring a transition plan to the Board in December that is date specific for the conversion of the operation of ParaCruz from contract operation to directly operated service by METRO.

DISCUSSION:

Director Rotkin asked for information ahead of time on the driver's rate structure from Lift Line and the cost of bringing this program in house. Director Beautz confirmed that other Community Bridges rides would be looked at over the next twelve months to see how it is being affected. Mr. White reiterated that staff has been alerted that if it appears there is an immediate negative impact on the other programs, the Board would be made immediately aware of this.

DIRECTOR ROTKIN LEFT THE MEETING.

Director Keogh asked Mr. White to write a letter to the Regional Transportation Commission (RTC) asking them if Community Bridges' TDA grant has been completely funded and whether an audit has ever been conducted on where these funds were spent. Karena Pushnik of RTC reported that Community Bridges submits an audit annually with their TDA funds. Director Keogh asked for a copy of the budget from last fiscal year which shows the allocation of funds to the variety of programs that Ms. Pushnik spoke of.

Scott Bugental spoke of the proposal from Clay Kempf to have a community forum on specialized transportation. He added that there is interest from several different agencies to look at the whole system. Director Keogh asked that information be brought to these interested agencies that METRO is the only agency providing this service that has a specific legal liability attached to providing the service. Director Beautz stated that a forum is premature and that she would like a spreadsheet showing the math with all the parameters of the rules. There was discussion of METRO's budget and where the excess funds are spent that are allocated for paratransit. Mr. Dorfman responded that staff over budgets for a worst-case scenario. He further commented that the savings in paratransit in the first three months of the year are being put into balancing METRO's budget, which is the only way to close the gap without cutting service.

There was discussion of Lift Line's layoff of drivers and of the savings of \$320,000 out of the \$450,000 deficit that occurred per Sam Story. This savings plus the request for funds from METRO would give Community Bridges almost \$1 million by the end of the year. Link Spooner stated that they didn't project a \$450,000 shortfall, which was the projected difference in reimbursement rate from MediCal. Mr. Spooner estimated that Community Bridges is losing \$60,000-\$80,000 a month in ADA rides.

VICE CHAIRPERSON KEOGH ADVISED THAT HE WOULD BE ADJOURNING TO CLOSED SESSION AT THIS TIME.

14. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel

Margaret Gallagher reported that John Levering would be present at Closed Session to discuss three of the four Workers' Compensation cases, which are Richard Castro, Sonja McClure and Carrie Weech vs. METRO. Ms. Gallagher will discuss the Don Toline case.

15. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice Chairperson Keogh adjourned to Closed Session at 10:16 a.m. and reconvened to Open Session at 11:21 a.m.

SECTION III: RECONVENE TO OPEN SESSION

16. REPORT OF CLOSED SESSION

Margaret Gallagher had nothing to report at this time.

DUE TO A LOSS OF QUORUM DURING CLOSED SESSION, NO OTHER ITEMS WERE DISCUSSED IN OPEN SESSION.

ADJOURN

There being no further business, Vice Chairperson Keogh adjourned the meeting at 11:21 a.m.

Respectfully submitted.

Dale Carr
Administrative Services Coordinator