



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
PERSONNEL/HR STANDING COMMITTEE MEETING MINUTES*
SEPTEMBER 9, 2022 – 1:00 PM
MEETING HELD VIA TELECONFERENCE**

A regular meeting of the Personnel/HR Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, September 9, 2022, via teleconference.

The Committee Meeting Agenda Packet can be found online at www.SCMTD.com. *Minutes are “summary” minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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1 CALLED TO ORDER by Director Pageler at 1:01 PM.

2 ROLL CALL: The following Directors were **present** via teleconference, representing a quorum:

Director Larry Pageler, 2022 Board Chair
Director Jimmy Dutra, 2022 Board Vice Chair
Director Donna Lind, Immediate Past Board Chair
Director Kristen Brown
Director Rebecca Downing

County of Santa Cruz
City of Watsonville
City of Scotts Valley
City of Capitola
County of Santa Cruz.

Michael Tree
Julie Sherman

METRO CEO/General Manager
METRO District Counsel

3 ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Director Pageler moved to the next agenda item.

4 ORAL AND WRITTEN COMMUNICATIONS TO THE REVIEW REQUEST FOR AUTHORIZATION OF ACCOUNTANT III POSITION IN THE FINANCE DEPARTMENT

Hearing none, Director Pageler moved to the next agenda item.

5 REVIEW REQUEST FOR AUTHORIZATION AND FUNDING FOR FOUR MAINTENANCE MECHANICS

Eddie Benson, Maintenance Manager, spoke to this item and reviewed the data from a study performed. It was determined that the minimum bus to maintenance worker should be 4.5 buses to one maintenance worker. METRO currently has 17 Maintenance Mechanics for 96 buses, a ratio of 5.6 buses per worker. By adding four Maintenance Mechanics, METRO will align itself with the standard ratio. The additional staff will lessen the burden on the current staff and allow the team to expand training as the technology advances with the fleet replacement.

No public comment.

MOTION: REQUEST THE FULL BOARD TO AUTHORIZE AND FUND FOUR MAINTENANCE MECHANICS

MOTION: DIRECTOR DUTRA

SECOND: DIRECTOR DOWNING

MOTION PASSED WITH 3 AYES (Directors Pageler, Dutra, and Downing). Directors Lind and Brown were absent.

6 REVIEW REQUEST FOR AUTHORIZATION OF ACCOUNTANT III POSITION IN THE FINANCE DEPARTMENT

Kristina Mihaylova, Finance Deputy Director, spoke to this item. This is an advanced lead position in the accountant series. It is needed to provide complex accounting processes for implementing the ERP (Enterprise Resource Planning) system, meeting GASB (Governmental Accounting Standards Board) requirements with the recent sale of bonds, and ongoing audits associated with the various funding METRO receives.

No public comment.

MOTION: REQUEST THE FULL BOARD TO AUTHORIZE AN ACCOUNTANT III POSITION IN THE FINANCE DEPARTMENT

MOTION: DIRECTOR DOWNING

SECOND: DIRECTOR DUTRA

MOTION PASSED WITH 3 AYES (Directors Pageler, Dutra, and Downing). Directors Lind and Brown were absent.

7 ADJOURNMENT

Director Pageler adjourned the meeting at 1:12 PM.

Respectfully submitted,

Donna Bauer
Executive Assistant