

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**Minutes- Board of Directors**

**August 22, 2008**

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 22, 2008 at the Watsonville City Council Chambers, 275 Main Street, Watsonville, CA.

Chair Beautz called the meeting to order at 9:03 a.m.

## **SECTION 1: OPEN SESSION**

### **1. ROLL CALL:**

#### **DIRECTORS PRESENT**

Jan Beautz  
Dene Bustichi (arrived after roll call)  
Donald Hagen  
Michelle Hinkle  
Kirby Nicol  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Mark Stone  
Marcela Tavantzis

#### **DIRECTORS ABSENT**

Emily Reilly  
Ex-Officio Donna Blitzer

#### **STAFF PRESENT**

Ciro Aguirre, Operations Manager  
Pat Aviles, Asst. Human Resources Manager  
Frank Cheng, MB Project Manager  
Mark Dorfman, Assistant General Manager  
Margaret Gallagher, District Counsel

Debbie Kinslow, Asst. Finance Manager  
Robyn Slater, Human Resources Manager  
Tom Stickel, Maintenance Manger  
April Warnock, Paratransit Superintendent

#### **EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT**

Tom Hiltner, Grants/Legislative Analyst  
Sam Mendez, METRO Planning Intern

Irving Rotkin  
Amy Weiss, Spanish Interpreter

### **VICE CHAIR BUSTICHI ARRIVED**

### **2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS**

Written:

None.

Oral:

Director Rotkin reported that Les White was absent due to his having back surgery and he was wished a speedy recovery.

**3. LABOR ORGANIZATION COMMUNICATIONS**

None.

**4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

None.

**CONSENT AGENDA**

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JULY 2008
- 5-2. CONSIDERATION OF TORT CLAIMS:  
DENY THE CLAIM OF ROBERT DAMINO, CLAIM #08-0023
- 5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA (None – No MAC Meeting in August) AND MINUTES OF JUNE 18, 2008
- 5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF MAY 2008
- 5-5. ACCEPT AND FILE MAY 2008 RIDERSHIP REPORT
- 5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JUNE 2008
- 5-7. CONSIDERATION OF APPROVAL OF RESOLUTION AUTHORIZING THE ACCEPTANCE OF SERVICES AND TRI-PARTY TRANSPORTATION PASS-THRU AGREEMENT WITH WELLS FARGO BANK, FORMERLY COAST COMMERCIAL BANK
- 5-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH VALLEY POWER SYSTEMS, INC. FOR THE CONVERSION OF 40 DIESEL ENGINE POWERED COACHES AND FUEL SYSTEMS TO COMPRESSED NATURAL GAS TO EXTEND THE EFFECTIVE PERIOD OF THE CONTRACT THROUGH OCTOBER 31, 2008
- 5-9. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE JUNE 2008 MEETING(S)
- 5-11. CONSIDERATION OF APPROVAL OF REVISED BOARD MEMBER TRAVEL FOR FY09
- 5-12. CONSIDERATION OF APPROVAL OF FY09 AND FY10 REVISED PARATRANSIT AUTHORIZED AND FUNDED PERSONNEL AND REVISED AUTHORIZED AND FUNDED PERSONNEL SUMMARY
- 5-13. CONSIDERATION OF AUTHORIZATION TO SELL FOREIGN COIN COLLECTED IN FARE BOXES
- 5-14. APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 11 & 25 AND MAY 9 & 23, 2008
- 5-15. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2008

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI**

**Approve Consent Agenda**

**Motion passed unanimously with Director Reilly being absent.**

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:**

The following employees were presented with longevity awards for their years of service:

**TEN YEARS**

Daniel Stevenson, Bus Operator  
Ernest L. Brown, Lead Custodian

**FIFTEEN YEARS**

Margaret R. Gallagher, District Counsel

The Board agreed to continue Daniel Stevenson's award to September at his request.

**7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BONNIE J. WILSON AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR TAVANTZIS**

**Adopt Resolution of Appreciation for the services of Bonnie J. Wilson as Administrative Assistant/Supervisor for the Santa Cruz Metropolitan Transit District**

**Motion passed unanimously with Director Reilly being absent.**

**8. CONSIDERATION OF REPORT ON CELL PHONE USAGE ON HIGHWAY 17 EXPRESS BUSES**

**Summary:**

Sam Mendez, Planning Intern, reported that the issue came to the attention of METRO after a passenger reported that she had been verbally assaulted while using her cell phone in March 2008. Mr. Mendez said a voluntary survey of passengers was conducted from June 19<sup>th</sup> to June 21<sup>st</sup> in order to determine general feelings about cell phone usage on the Highway 17 Express. Mr. Mendez summarized the results of the survey, reporting that approximately 11 percent of respondents were in favor of a complete ban on cell phone usage, and a majority of respondents want a suggestive or a restrictive policy – which is what staff is recommending.

The courtesy-based policy would entail placing signage on buses as well as utilizing the Talking Bus feature to promote sensible cell phone use during permissible time-periods.

Mr. Dorfman said that the results of the survey reinforce previously held ideas, and that METRO would consider posting the same signs on all Fixed-route coaches once Wi-Fi is expanded to the rest of the fleet.

**ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR NICOL**

**Adopt a Courtesy-Based policy utilizing signage and Talking Bus announcements to promote courteous cell phone use on the Highway 17 Express**

**Motion passed unanimously with Director Reilly being absent.**

**9. RECEIVE DEMONSTRATION OF GOOGLE TRANSIT AND ONLINE COMMUTE CALCULATOR**

**Summary:**

Mark Dorfman reported that the Board had previously approved a contract with Google Transit and METRO's IT Department has been working on fine-tuning a Beta version of the trip planning program for the past year. Mr. Dorfman gave a live online presentation of the program which will be live on METRO's website on September 29<sup>th</sup>. Mr. Dorfman explained how the online trip planner program works according to the user's origin, destination, and time and date of travel. The results are agency-neutral, which means that the user will be given information on all of the different public transit providers needed to complete the trip, not limited to just METRO.

METRO's Google Transit page will include a feature that enables a user to send the program to any cell phone.

**DIRECTOR SPENCE LEFT THE MEETING**

Mr. Dorfman added that METRO's page will also include a commute calculator which compares the cost of using a personal vehicle to public transit.

**10. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF RAUDEL A. DELGADO AS FLEET MAINTENANCE MECHANIC II FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR ROTKIN**

**Adopt Resolution of Appreciation for the services of Raudel A. Delgado as Fleet Maintenance Mechanic II for the Santa Cruz Metropolitan Transit District**

**Motion passed unanimously with Directors Reilly and Spence being absent.**

**11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH GOV, INC. AND GOLDEN GATE SYTEMS, LLC FOR COMPUTER SERVERS AND ASSOCIATED EQUIPMENT**

**Summary:**

Tom Stickel reported that the Board approved the purchase of computer servers and associated software in the FY09 and FY10 Capital Budget.

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI**

**Authorize the General Manager to execute purchase orders for computer servers and associated equipment with Gov Store, Inc. and Golden Systems, LLC.**

**Motion passed unanimously with Directors Reilly and Spence being absent.**

**12. CONSIDERATION OF APPROVAL OF CHANGES TO METRO'S DRUG AND ALCOHOL TESTING POLICY TO CONFORM TO DEPARTMENT OF TRANSPORTATION REGULATORY CHANGES**

**Summary:**

Robyn Slater reported that on June 25, 2008 the Department of Transportation (DOT) published regulatory changes effective August 25, 2008. Based on the new DOT regulations, all return-to-duty drug testing, which occurs after a positive drug test, and all follow-up tests must be observed.

METRO staff met with SEIU, Local 521 and UTU, Local 23 and explained the changes required as a result of the regulatory changes. Both unions understood the changes and did not voice any disagreement. Ms. Slater reported that a memo outlining the changes would be posted on August 25, 2008 and also distributed to all employees with METRO's revised Drug & Alcohol Testing Policy with their August 28, 2008 payroll. The updates to METRO's policy will also reflect current job titles that have changed since the policy was last revised.

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN**

**Approve the changes to METRO's Drug and Alcohol Testing Policy to conform to Department of Transportation (DOT) regulatory changes which become effective August 25, 2008**

**Motion passed unanimously with Directors Reilly and Spence being absent.**

**13. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:**

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the Workers Compensation Claim of Carol Moore and the Existing Litigation claim of Stephen Sullivan and conduct a Public Employee Performance Evaluation of the District Counsel.

**14. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

None.

**SECTION II: CLOSED SESSION**

Chair Beautz adjourned to Closed Session at 9:50 a.m. and reconvened to Open Session at 10:25 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**15. REPORT OF CLOSED SESSION**

Director Rotkin reported that the Board took no reportable action in Closed Session.

**ADJOURN**

There being no further business, Chair Beautz adjourned the meeting at 10:25 a.m.

Respectfully submitted,

CINDI THOMAS  
Administrative Services Coordinator