



Minutes- Board of Directors

November 30, 2012

A meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District was convened on the above date at the Administrative Offices of Santa Cruz METRO, located at 110 Vernon Street, in Santa Cruz, California.

1. CALL TO ORDER / ROLL CALL

1-1. Chair Robinson called the meeting to order at 9:07 a.m.

1-2. The following Directors were present:

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| Director Margarita Alejo | <input checked="" type="checkbox"/> | |
| Director Hilary Bryant | <input checked="" type="checkbox"/> | |
| Director Dene Bustichi | <input checked="" type="checkbox"/> | |
| Director Daniel Dodge | <input checked="" type="checkbox"/> | ARRIVED AFTER ROLL CALL |
| Director Ron Graves | <input checked="" type="checkbox"/> | |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> | |
| Director Deborah Lane | <input checked="" type="checkbox"/> | |
| Director John Leopold | <input checked="" type="checkbox"/> | |
| Director Ellen Pirie | <input checked="" type="checkbox"/> | |
| Director Lynn Robinson | <input checked="" type="checkbox"/> | |
| Director Mark Stone | <input checked="" type="checkbox"/> | |
| Ex-Officio Director Donna Blitzer | <input checked="" type="checkbox"/> | |

STAFF PRESENT

Anthony Tapiz, Administrative Services Coordinator
Leslie R. White, General Manager
Margaret Gallagher, District Counsel

SANTA CRUZ METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

Debbie Kinslow, Assistant Finance Manager
Ciro Aguirre, Operations Manager
Robert Cotter, Maintenance Manager
Mary Ferrick, Fixed Route Superintendent

Claire Fliesler, Transit Surveyor
Erich Friedrich, Senior Transit Planner
Liseth Guizar, Investigator
Tove Beatty, Grants/Legislative Analyst

Thomas Hiltner, Grants/Legislative Analyst
Carolyn Derwing, SEA
Eduardo Montesino, UTU
Daniel Zaragoza, UTU

Chris Burditt, IBEW 234
Angela Aitken, Finance Manager
April Warnock, Paratransit Superintendent

2. ANNOUNCEMENTS

- 2-1. Chair Robinson announced that the SCCIC Annual Meeting would be postponed to December 7th due to a lack of quorum.
- 2-2. Amy Weiss announced that she was available for Spanish language translation.

3. COMMUNICATIONS TO THE BOARD OF DIRECTORS

- 3-1. CORRESPONDENCE REGARDING RTC HAZARD REPORT FORM OUTREACH ON METRO BUSES
Veronica Elsea, Pedestrian Safety Work Group, SCCRTC, Santa Cruz, California

Leslie R. White said that the issue was being examined for any conflicts and would be brought back before the Board.

- 3-2. CORRESPONDENCE REGARDING EXEMPLARY METRO BUS OPERATOR
Anne Spoon, Santa Cruz County Office of Education, Santa Cruz, California

Director Pirie asked who the mystery employee was. Eduardo Montesino identified the Bus Operator as Mike Miller.

4. LABOR ORGANIZATION COMMUNICATIONS

Eduardo Montesino, Carolyn Derwing and Manny Martinez congratulated Director Stone on his election to the California Assembly and thanked him for his service.

5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

- 6-1. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF MILTON LITVIN, CLAIM #12-0022
Submitted by Margaret Gallagher, District Counsel
- 6-2. ACCEPT & FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR NOVEMBER 2012
Submitted by Tom Hiltner, Grants & Legislative Analyst
- 6-3. ACCEPT & FILE PRELIMINARILY APPROVED CLAIMS FOR JULY 2012

Submitted by Angela Aitken, Finance Manager

- 6-4. ACCEPT & FILE PRELIMINARILY APPROVED CLAIMS FOR AUGUST 2012
Submitted by Angela Aitken, Finance Manager
- 6-5. ACCEPT & FILE ACCESSIBLE SERVICES REPORT FOR SEPTEMBER 2012
Submitted by John Daugherty, Accessible Services Coordinator
- 6-6. MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF JULY 31, 2012
Submitted by Angela Aitken, Finance Manager
- 6-7. MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF AUGUST 31, 2012
Submitted by Angela Aitken, Finance Manager
- 6-8. REVIEW OF SERVICE CHANGES FROM FY 2011 TO FY 2013
Submitted by Erich Friedrich, Senior Transportation Planner
- 6-9. ACCEPT & FILE METRO PARACRUZ OPERATIONS STATUS REPORT FOR SEPTEMBER 2012
Submitted by April Warnock, Paratransit Superintendent
- 6-10. ACCEPT & FILE STATUS REPORTS OF FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES
Submitted by Tove Beatty, Grants & Legislative Analyst
- 6-11. CONSIDERATION OF AUTHORIZING PAYMENT TO WALDORF CONSTRUCTION FOR REPAIRS AT CAFÉ LENA (PACIFIC STATION) IN AN AMOUNT NOT TO EXCEED \$4,130
Submitted by Erron Alvey, Purchasing Agent

Director Leopold asked that item #6-8 be deferred to a future meeting.

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR GRAVES

Approve Consent Agenda as amended.

Motion passed unanimously with Director Dodge being absent.

REGULAR AGENDA

7. CONSIDER ADOPTION OF AN UPDATE TO SANTA CRUZ METRO'S TITLE VI PROGRAM REGULATION & COMPLAINT PROCEDURE, ADMINISTRATIVE REGULATION 1029; CONSIDER ACCEPTANCE OF A NEW DRAFT ADMINISTRATIVE REGULATION 1033 FOR SYSTEM-WIDE SERVICE STANDARDS AND POLICIES TO CIRCULATE FOR PUBLIC COMMENTS

Tom Hiltner presented the staff report.

DIRECTOR DODGE ARRIVED.

There was a discussion about the verbiage to be used in the plan. Leslie R. White said that the plan would come back before the Board a few more times, and thanked all the employees who took part.

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR DODGE

Approve adoption, with “should” changed to “is encouraged to” in section 4.03, of an update to Santa Cruz Metro’s Title VI Program Regulation & Complaint Procedure, Administrative Regulation 1029; approve acceptance of a new draft Administrative Regulation 1033 for System-Wide Service Standards and Policies to circulate for public comments.

Motion passed unanimously.

8. ORAL PROGRESS REPORT OF THE RECRUITMENT TASK FORCE

Chair Lynn Robinson said that the Task Force was on track and on time. Director Lane asked if the employees of the Legal Department would be given a chance to participate in the interview process. Director Robinson said that they would not be part of the interview process.

NO ACTION TAKEN.

9. CONSIDERATION OF SPECIAL MEETING ON DECEMBER 7, 2012; CONSIDERATION OF CANCELLING REGULAR MEETING ON DECEMBER 21, 2012

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR LEOPOLD

Approve addition of special meeting on December 7, 2012; approve cancellation of regular meeting on December 21, 2012.

Motion passed unanimously.

10. ORAL ANNOUNCEMENT

Chair Robinson announce that the next Board of Directors meeting will be held Friday, December 7, 2012 at 9:00 a.m. at the Santa Cruz METRO Administration Offices at 110 Vernon Street, Santa Cruz, California.

11. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Margaret Gallagher announced that the Board would have a conference regarding the matter of the price and terms of payment for the Greyhound lease at Pacific Station; and that the Board of Directors would hold interviews for the public employee appointment of District Counsel.

12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

13. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there were no reportable actions taken in Closed Session.

14. ADJOURNMENT

There being no further business, Chair Robinson adjourned the meeting at 1:45 p.m. to the next regularly scheduled Board Meeting.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator