



STAFF REPORT

DATE: March 23, 2020
TO: Sacramento Regional Transit Board of Directors
FROM: Cindy Brooks, Clerk to the Board
SUBJ: APPROVAL OF THE ACTION SUMMARY OF MARCH 9, 2020

RECOMMENDATION

Motion to Approve.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
March 9, 2020**

ROLL CALL: Roll Call was taken at 5:30 p.m. PRESENT: Directors Budge, Harris, Howell, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Absent: Directors Hume, Jennings and Kennedy.

1. PLEDGE OF ALLEGIANCE

2. CONSENT CALENDAR

- 2.1 Motion: Approval of the Action Summary of February 10, 2020
- 2.2 Motion: Approval of the Action Summary of February 24, 2020
- 2.3 Resolution: Approving the Fourth Amendment to the Fiscal Year 2020 Capital Budget (J. Johnson/B. Bernegger)
- 2.4 Resolution: Approving the Third Amendment to the Contract to Provide and Install Fare Vending Machines with Scheidt & Bachmann USA, Inc. (L. Ham)
- 2.5 Resolution: Delegating Authority to the General Manager/CEO to Authorize Up to 10 System-Wide Free Ride Days During Calendar Year 2020 (D. Selenis)

Speaker – Item 2.4 – Jeffery Tardaguila

ACTION: APPROVED - Director Howell moved; Director Budge seconded approval of the consent calendar as written. Motion was carried by voice vote. Absent: Directors Hume, Jennings and Kennedy

3. INTRODUCTION OF SPECIAL GUESTS

4. UNFINISHED BUSINESS

5. PUBLIC HEARING

6. PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

Speakers:

Robert Coplin – Mr. Coplin wants to know why the Board has canceled two meetings already this year, and why he was only able to speak for 2 minutes at the last meeting. Mr. Coplin indicated that he will not support Measure A unless there is an audit of every agency that is independent. Mr. Coplin believes that SacRT did not fix the system with SacRT Forward.

Jeffery Tardaguila – Mr. Tardaguila encouraged Chair Hansen to check with City Public Works about the timing on the construction on L Street. Mr. Tardaguila indicated that pdf reports on the website are not “accessible/compatible,” and there are a number of documents that need to be changed. Mr. Tardaguila indicated that the electronic bulletin board at Archives Plaza did not provide accurate information when the Gold Line was late; however, Operations Staff made an announcement at the platform that there was a 15+ minute delay. Mr. Tardaguila commended a Route 38 bus operator, at 29th Street, who assisted a blind individual so they were able to get to the bus stop.

7. NEW BUSINESS

- 7.1 Resolution: Amending and Restating Title III of the Sacramento Regional Transit District Administrative Code Relating to Rules of Procedure (S. Valenton)

Director Budge noted her opposition to the proposed changes. Director Budge noted that the Chair has the ability to limit the amount of time a speaker is given when there are a large number of speakers on a single item, or bundle like comments together for a group of people who might be extra time.

Director Serna agreed with Directors Budge’s comments and noted that SacRT proceedings typically have fewer speakers as compared to the Sacramento City Council and the County Board of Supervisors. Director Serna also noted that any Board Member can make a request to hear further from speakers.

Director Nottoli agreed with Directors Budge and Serna as it related to the 2 minute provision, noting the Chair’s option to limit the time when there are a large number of requests to speak on one item. Director Nottoli also indicated that requiring speakers to turn in their cards before the item is called prohibits some from speaking.

Director Howell agreed with Director Nottoli’s comments about the two minutes and the speaker cards being turned in before the item is called. Director Howell indicated that sometimes there are people in the audience that can provide the answer to the question being asked.

Speakers: Robert Coplin Jeffery Tardaguila Tamie Dramer
 Helen O’Connell

ACTION - Director Serna moved to withdraw the item; Director Budge seconded the
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motion. Motion was carried by voice vote. Absent: Directors Hume, Jennings and Kennedy.

8. GENERAL MANAGER'S REPORT

- 8.1 General Manager's Report
 - a. Elk Grove Performance Update
 - b. Semi-Annual Report: General Counsel
 - c. Semi-Annual Report: Internal Auditor
 - d. Semi-Annual Report: EEO Officer
 - e. Capitol Corridor JPA Board Meeting (February 12) Report – Howell/Miller
 - f. SacRT Meeting Calendar

Mr. Li provided an update on the proactive actions SacRT is taking in light of the Corona Virus outbreak.

Director Serna indicated that the public can visit saccounty.net to find out what is happening with the public health system, how they are addressing containment and mitigation, and how the public health system is engaged with other local agencies. Chair Hansen indicated that Director Nottoli had exited the SacRT Board meeting to meet with the County Health Department.

Mr. Li indicated that on Thursday, March 12 the Sacramento Transportation Authority will vote to place a transportation measure on the November ballot in which the plan calls for a ½ cent sales tax that would generate \$8.4 billion (in the next 40 years) of which \$3 billion would be for SacRT. The funding is critical to the future of SacRT. Mr. Li indicated that if SacRT were not able to get additional local funding, SacRT will be faced with some difficult choices.

Mr. Li thanked SacRT's team for the success of SacRT Forward. SacRT's Marketing and Communication's team took first place nationwide for SacRT's Comprehensive Outreach Campaign for SacRT Forward.

Jamie Adelman provided a history of the evolution of the Elk Grove Service Contract noting that the SacRT Board approved the Contract with Elk Grove approximately 1 year ago. Ms. Adelman indicated that the transition process started around April 1, 2019 and within 3 months SacRT staff has hired 95 employees. SacRT staff also supported Elk Grove's TDA Triennial Audit. In January 2020, Elk Grove staff held a customer survey outreach event with support from SacRT's Street Team. The survey asked questions on three categories: local service, commuter service and paratransit e-van service. Ms. Adelman provided the overall satisfaction, highest and lowest scores of each category.

Carmen Alba provided key performance indicators for the first 6 months of the Elk Grove service. Ridership is up over the 6 month period; revenue hours are also up.

SacRT is providing more service because there are less missed trips and cancellations. Passengers per hour increased 4%; ridership on e-van paratransit service is flat; and revenue hours are down, which means a savings to Elk Grove. On time performance is 96%. Denials were 0 and SacRT is most proud of this statistic. Ms. Alba provided SacRT's goals for this service are: reducing late trips (described as 5 minutes or more late to the first time point); to eliminate excessively long trips; and keeping staff at 100%.

Olga Sanchez-Ochoa, General Counsel, provided a brief description of her department (2 staff members -herself and the department's Sr. Paralegal) who support all SacRT's departments. The function of the Legal Department is to help ensure that SacRT is compliant with applicable statues, regulations, ordinances and guidance from oversight agencies, and to help SacRT develop legally compliant business practices and process improvements to achieve business efficiencies agency-wide. Ms. Sanchez-Ochoa's presentation focused on 4 areas: paratransit (ADA and non-ADA) transition, a litigation advisory committee that advises the General Manager on how to best manage personal injury tort claims, review of all contracts to ensure legal compliance, and advising all departments regarding employee discipline and employee related claims.

Jack Hutchinson, Internal Auditor, noted that his position is responsible for conducting risk assessments and audits to ensure the integrity of SacRT's operations in compliance with the federal, state and local rules and regulations.

Chair Hansen noted that one of the earlier public comments was that SacRT does not have an external independent auditing firm. Chair Hansen asked Mr. Hutchinson to confirm that SacRT does have an external independent auditing firm. Mr. Hutchinson confirmed Chair Hansen's statement. Mr. Hutchinson indicated that SacRT also gets visits from independent auditors for the review of SacRT's federal assistance referred to as the single audit. Director Howell also indicated that each one of the member agencies also has the same audit annually.

Mr. Hutchinson provided a list of projects he has been working on during his employment at SacRT along with future projects.

Kim Holman, EEO Officer, introduced Greg Walters as the Sr. EEO Specialist in her department, and provided a list of activities Mr. Walters has been working on. Ms. Holman noted that the EEO program is a results oriented program that is designed to pursue compliance with Title VII of the Civil Rights Act of 1964 as well as the FTA Circular 4704.A to protect individuals from discrimination based on their protected categories. Ms. Holman summarized the 7 program components of the EEO program and the activities associated with them.

Mr. Li acknowledged Sheila Lawton, IBEW Business Representative along with some IBEW employees in attendance.

Speaker: Jeffery Tardaguila
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9. REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

Director Miller noted that the City of Citrus Heights is receiving an update on SmarT Ride on March 12th at the City Council meeting.

Chair Hansen noted that the Yolo County Transportation District has asked SacRT to form a 2 x 2 with them, and he asked Vice Chair Miller to serve on that committee with him.

10. CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

11. ANNOUNCEMENT OF CLOSED SESSION ITEMS

12. RECESS TO CLOSED SESSION

13. CLOSED SESSION

14. RECONVENE IN OPEN SESSION

15. CLOSED SESSION REPORT

16. ADJOURN

As there was no further business to be conducted, the meeting was adjourned at 6: 33 p.m.

STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary