



**Regular Meeting of the Board of Directors**

**10:00 a.m.**

**Tuesday, July 23, 2013**

Antelope Valley Transit Authority Board Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Hickling called the meeting to order at 10:02 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Hofbauer led the Pledge of Allegiance.

**ROLL CALL:**

Chairman Norm Hickling  
Vice Chairman Marvin Crist  
Director Tom Lackey  
Director Steve Hofbauer  
Director Dianne Knippel  
Alternate Director Ken Mann (Director Sandra Johnson absent)

**Motion: Approve the agenda as comprised.**

Moved by Vice Chairman Crist, seconded by Director Knippel

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS FROM THE FLOOR:**

There was no public business presented.

**MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:**

Jerel Arbaugh, a member of the public, requested that bus stops be included at a line's origin or loop, and addressed the difficulty that disabled riders sometimes can have boarding and alighting the buses. Chairman Hickling suggested Mr. Arbaugh meet with Senior Transit Analyst Dieter Aragon regarding bus stops and to see Marketing Manager Wendy Williams regarding the travel training videos available on AVTA's website.

**SPECIAL REPORTS and PRESENTATIONS:**

SRP 1 Presentation of Veolia Employee of the Month and Operator of the Month for June 2013

Veolia General Manager Hector Fuentes and Executive Director Julie Austin presented a plaque to Coach Operator Debra Williams, Operator of the Month for June. Mr. Fuentes announced that Dispatcher Della Hines was the Employee of the Month for June. Ms. Hines was unable to attend the board meeting.

SRP 2 Presentation of AVTA's Employee of the Quarter (April 1 – June 30, 2013)

Ms. Austin presented plaques to the Bus Stop Maintenance Crew: Field Supervisor Darrin Fry (in absentia) and Field Service Technicians Edsgar Alvarez and Benjamin Alfaro, AVTA's Employees of the Quarter. Director Hofbauer expressed his satisfaction with how well the Palmdale bus stops are maintained.

SRP 3 Proposed Service Modifications

Senior Transit Analyst Dieter Aragon illustrated the service enhancements proposed for Route 6/96, Route 7/97 supplemental service, Lake LA/99 supplemental service, and Routes 11/12. He noted that because staff is proposing minor route changes, a public hearing is not required. Chairman Hickling requested that staff schedule a public outreach meeting at the Palmdale Senior Center.

**Motion: Receive and file the proposed service changes for October 2013.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

**CONSENT CALENDAR:**

Alternate Director Ken Mann stated that he was absent from the June 25, 2013 meeting and abstained from voting on CC 1.

CC 1 Board of Directors Meeting Minutes for June 25, 2013 – Karen Darr

**Motion: Approve CC 1.**

Moved by Director Hofbauer, seconded by Vice Chairman Crist

Vote: Motion carried (5-0-1-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel

Nays: None

Abstain: Alternate Director Mann

Absent: None

CC 2 Financial Reports for July 2013 – Colby Konisek

CC 3 FY13 Key Performance Indicators Report for May 2013 – Dietter Aragon

CC 4 FY13 Fourth Quarter Los Angeles County Sheriff's Report (April 1 – June 30, 2013) – Candice Rudolph

CC 5 Federal Transit Administration (FTA) Grant Approval – Judy Vaccaro-Fry

CC 6 July 2013 Legislative Update – Judy Vaccaro/Wendy Williams

CC 7 July 17, 2013 Strategic Planning Workshop Action Items Relating to Electric Bus Route, Electric Bus Joint Procurement, Feasibility Study of a Bus Rapid Transit (BRT) Project, and Amendment to November 22, 2011 Joint Exercise of Powers Agreement (JPA) - Julie Austin

**Motion: Approve CC items 2-7.**

Moved by Vice Chairman Crist, seconded by Director Mann

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS:**

NB 1 Social Media Policy

Ms. Williams presented the staff report. The Board discussed the benefits of incorporating social media tools as an additional means of communicating with customers. The members also discussed associated costs and who will monitor the social media activities.

**Motion: Receive and file the Social Media Policy.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

After further discussion, staff confirmed that the policy presented is finalized and requested that the Board adopt the Social Media Policy. Vice Chairman Crist pulled his original motion.

**New Motion: Adopt the Social Media Policy.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

**PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

General Counsel D. Craig Fox presented the three items to be discussed in Closed Session.

CS 1 Public Employee Performance Evaluation (G.C. section 54957(b))  
Title: Executive Director.

CS 2 Conference with Labor Negotiator (G.C. section 54957.6)  
Authority Negotiator: Norman L. Hickling, Board Chairman  
Unrepresented Employee: Executive Director

CS 3 Conference with Legal Counsel- Existing Litigation  
G.C. section 54956.9(d)(1) and (4)  
People v. Jorge: Case no. BA405021  
People v. Floyd: Case no. BA405021

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 10:38 a.m.

**RECONVENE TO PUBLIC SESSION:**

The Board reconvened to Public Session at 11:03 a.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

General Counsel stated that concerning CS 1 and CS 2, the Board approved a 5% salary increase, 5% bonus, and additional benefits as detailed in the Board files and in accordance with Board policy. A report was provided to the Board regarding CS 3; no reportable action was taken.

**REPORTS AND ANNOUNCEMENTS:**

RA 1 Executive Director's Report:

Ms. Austin: 1) provided an update regarding the Strategic Planning Workshop held on July 17, 2013; 2) wished Senior IT Analyst Bob Keys a happy birthday, 3) expressed her appreciation of the support she has received from the Board and staff and 4) encouraged people to attend the AV Board of Trade Luncheon at the Hellenic Center to hear Chairman Hickling's presentation: The AVTA Story.

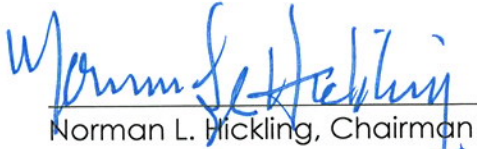
**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

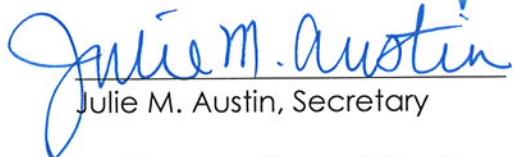
Director Knippel thanked Officer Maselli for the wonderful ridealong experience.

**ADJOURNMENT:**

Chairman Hickling adjourned the meeting at 11:07 a.m. to the Regular Meeting of the Board of Directors on August 27, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 27<sup>th</sup> day of August, 2013.

  
Norman L. Hickling, Chairman

  
Julie M. Austin, Secretary

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at 661/729-2258 to make arrangements to review a recording.