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**Regular Meeting of the Board of Directors**

**ONLINE ZOOM MEETING PER GOVERNOR'S ORDER N-29-20**

**Tuesday, September 22, 2020**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
www.avta.com

**OFFICIAL MINUTES**

**In response to Governor's Executive Order N-29-20, the meeting was conducted via Zoom Cloud meetings.**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:00 a.m.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Michelle Flanagan, Director Richard Loa, Director Raj Malhi

**APPROVAL OF AGENDA:**

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

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Clerk of the Board Karen Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Loa, Malhi

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

There were no Public Business items presented.

**SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP):**

**SRP 1 LEGISLATIVE REPORT FOR SEPTEMBER**

Chief Financial Officer Judy Vaccaro-Fry presented an update regarding Assembly Bill (AB) 1350: free student passes, AB 2012: free senior passes, AB 2176: free college student passes, Senate Bill (SB) 1159: COVID-19 Critical Workers Status, AB 196: Essential Occupations and Industries, SB 288: CEQA Exemption for Transportation-Related Projects, SB 757: Environmental Leadership Projects – Fixed Guideway, Cap and Trade Program auction, Stimulus Bill and the Surface Transportation Reauthorization Bill. Additionally, BYD Motors Inc. has been added to a statewide contract to allow U.S. transit agencies to leverage California's purchasing contract to buy its battery-electric motor coaches.

**SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT**

Chief Operating Officer Martin Tompkins presented the report noting that Transdev's contract allows the Authority to triple liquidated damage assessments when there is a pattern of repeated violations and significant failures, which staff has instituted with the continual occurrences of passenger pass-ups. The Board discussed whether the pass-ups are at random stops or where loitering may be occurring. Mr. Tompkins responded that Transdev management has implemented their "Mannequin Program" for operator retraining purposes and is monitoring the operators and location of the occurrences to discern if there is a trend.

**SRP 3 MAINTENANCE KPI REPORT**

Maintenance Compliance Manager Cecil Foust presented the report.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 25, 2020**

Approve the Board of Directors Regular Meeting Minutes of August 25, 2020.

**CC 2 FINANCIAL REPORT FOR AUGUST 2020**

Receive and file the Financial Report for August 2020.

**CC 3 RESOLUTION NO. 2020-007, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE AGREEMENTS NECESSARY FOR THE COMMUTER BUS REPLACEMENT PROJECT WITH FUNDS FROM THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM FOR FISCAL YEAR 2020/2021 (FY 2021)**

Adopt Resolution No. 2020-007, a Resolution authorizing the Executive Director/CEO to execute agreements necessary for the Commuter Bus Replacement project with funds from the California State of Good Repair Program for Fiscal Year FY 2021.

**CC 4 AMENDMENT NO. 1 TO CONTRACT #2020-39 WITH PEOPLEREADY, INC. FOR COVID-19 SANITIZING, DISINFECTING AND STERILIZING BUS FLEET**

Ratify Amendment No. 1 to Contract #2020-39 with PeopleReady, Inc., Tacoma, WA to sanitize, disinfect and sterilize the interior of AVTA's bus fleet for an additional amount not to exceed \$105,000 and time extension until October 31, 2020, plus applicable sales tax.

**CC 5 AMENDMENT NO. 1 TO CONTRACT #2020-02 WITH VEHICLE TECHNICAL CONSULTANTS, INC. FOR QUARTERLY BUS FLEET INSPECTION SERVICES**

Authorize the Executive Director/CEO to execute Amendment No. 1 to Contract #2020-02 for quarterly bus fleet inspections with Vehicle Technical Consultants, Inc., Beaumont, CA for one (1) of two (2) optional one-year renewal periods remaining for an amount not to exceed \$100,000 during Fiscal Year 2020/2021.

**Motion: Approve the Consent Calendar as comprised.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Loa, Malhi

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 EQUAL EMPLOYMENT OPPORTUNITY (EEO) PROGRAM**

DBE/EEO Compliance Officer Kelly Miller presented the staff report and confirmed the program was reviewed and approved by AVTA's labor relations attorney Irma Rodriguez Moisa.

**Motion: 1) Approve AVTA's Equal Employment Opportunity (EEO) Program as required by the Federal Transit Administration (FTA); 2) Authorize the Executive Director/CEO to implement the procedures as set forth in the Program, in compliance with the Civil Rights Act of 1964 and under the provisions of FTA EEO Circular 4704.1A; and 3) Adopt Resolution No. 2020-009, adopting AVTA's EEO Program.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Loa, Malhi

Nays: None

Abstain: None

Absent: None

**NB 2 COMPLEMENTARY PARATRANSIT SERVICE FOR VISITORS POLICY**

Ms. Miller presented the staff report. The Board discussed eligibility and service area coverage.

**Motion: 1) Approve the Complementary Paratransit Service for Visitors Policy; 2) Authorize the Executive Director/CEO to implement the procedures as set forth in the Policy, in compliance with the Americans with Disabilities Act and under the provisions of Title 49, Part 37.127; and 3) Adopt Resolution No. 2020-008, approving the Complementary Paratransit Service for Visitors Policy.**

Moved by Director Loa, seconded by Director Flanagan

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)  
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Loa, Malhi  
Nays: None  
Abstain: None  
Absent: None

#### **REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO Macy Neshati

- Stated AVTA coordinated transportation with the Red Cross for the fire evacuees.
- Stated that although there has been a decline in ridership over the past five months, a report was published that highlighted the fact that there is no direct correlation between the use of urban public transit and the transmission of COVID-19. He would like to implement a public awareness campaign to reassure our passengers and recover our ridership numbers.
- Provided an update regarding LA Metro's fare-free initiative.


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

Director Hofbauer stated the California Fish and Game Commission approved the Joshua Tree Initiative. The decision immediately lists the Joshua tree as a protected species and commences a one-year status review. At the end of that review, the commission will make a final decision on the Joshua tree's status as a threatened or endangered species.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 10:41 a.m. to the Regular Meeting of the Board of Directors on October 27, 2020 at 10:00 a.m.


PASSED, APPROVED, and ADOPTED this 27<sup>th</sup> day of OCTOBER 2020



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Marvin Crist, Chairman of the Board

ATTEST:



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Karen S. Darr, Clerk of the Board

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) 729-2206 to arrange to review a recording.