MST BOARD OF DIRECTORS

Frank J. Lichtanski Administrative Building
19 Upper Ragsdale Dr., Suite 100, Monterey 93940

MEETING MINUTES

November 5, 2018

Present:
Carolyn Hardy  City of Carmel-by-the-Sea
Kristin Clark  City of Del Rey Oaks
Robert Bonincontri  City of Gonzalez
Yanely Martinez  City of Greenfield
Mike LeBarre  City of King
Frank O’Connell  City of Marina
Dan Albert  City of Monterey
Luis Alejo  County of Monterey
Tony Barrera  City of Salinas
Mary Ann Carbone  City of Sand City
Dave Pacheco  City of Seaside
Anna Velazquez  City of Soledad

Absent:
Ken Cuneo  City of Pacific Grove

Staff:
Carl Sedoryk  General Manager/CEO
Hunter Harvath  Assistant General Manager
Robert Weber  Chief Operating Officer
Norman Tuatavuki  Deputy Chief Operating Officer
Kelly Halcon  Directory of HR & Risk Management
Mark Eccles  Director of Information Technology
Lisa Rheinheimer  Director of Planning and Marketing
Jeanette Alegar-Rocha  Executive Assistant /Clerk to the Board
Beronica Carriedo  Community Relations Coordinator
Andrea Williams  Accountant and Budget Manager
Michelle Overmeyer  Grants Analyst
Alvin Johnson  Contract Transportation Supervisor
Eva Perez  Office Administrator
Mike Butler  Marketing and Customer Service Manager
Cristy Sugabo  Mobility Manager
Claudia Valencia  Mobility Specialist
Greg Burchelle  Coach Operator
1. **CALL TO ORDER**

   1-1. Roll Call.

   1-2. Pledge of Allegiance.

   Chair LeBarre called the meeting to order at 10:00 a.m. The pledge of allegiance was led by Director Barerra.

   1-3. Review Highlights of the agenda.

   Mr. Sedoryk reviewed the highlights of the agenda and informed that MST staff requested to pull action item 6-1 Approve Purchase of Automatic Passenger Counter Vendor Contract.

2. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**

   Director Yanely Martinez’s husband, Luis Torres, personally thanked the MST board and staff for the get well care package and visit while he was in the hospital.

3. **CONSENT AGENDA**

   *These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.*


   3-6. Disposal of Property Left On Board Buses. (Sonia Wills).
3-7. Purchase Information Technology Consultants for Audit Services. (Mark Eccles/Sandra Amorim).


End of Consent Agenda

Public Comment – None

Director Albert made the motion to approve all items on the consent agenda and was seconded by director Hardy. The motion passed unanimously.

4. RECOGNITION AND SPECIAL PRESENTATIONS


4-3. 30 Years of Service - Sonia Wills, Customer Service Supervisor. (Lisa Rheinheimer).

4-4. Receive Presentation from Veterans Transition Center For Operation Stan Down (No Enclosure).

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

6-1. Approve Purchase of Automatic Passenger Counters from Dilax with a contract period of up to three (3) years not to exceed $600,000. (Lisa Rheinheimer) (Enclosure).

Public Comment – None

Mr. Sedoryk mentioned during the review of the agenda highlights that MST staff requested to pull action item 6-1 to be discussed at a later date.

6-2. Award a three-year contract to SC Fuels to furnish Ultra Low Sulfur Diesel
Fuel (ULSDF) and Unleaded Gasoline at $3,404,933 for the initial year and Authorize staff to extend the contract for up to two one-year extensions under the same terms. (Sandra Amorim) (Enclosure).

Public Comment – None

**Director Clark** made the motion to approve all items on the consent agenda and was seconded by director Alejo. The motion passed unanimously.

6-3. Approve Contract for Workers Compensation Third Party Administrator Services to Pacific Claims Management. (Kelly Halcon).

Public Comment – None

**Director Albert** made the motion to approve all items on the consent agenda and was seconded by director Pacheco. The motion passed unanimously.

6-4. Approve Purchase of Ten (10) New Mini Buses from Creative Bus Sales. (Sandra Amorim)

Public Comment – None

**Director Barerra** made the motion to approve all items on the consent agenda and was seconded by director Carbone. The motion passed unanimously.

7. **REPORTS & INFORMATION ITEMS**

_The Board will receive and file these reports, which do not require action by the Board._

7-4. Staff Trip Reports.
7-5. Correspondence.

Public Comment – None

8. **BOARD REPORTS, COMMENTS & REFERRALS**

8-1. Reports on meetings attended by board members at MST expense. (AB 1234).
Director LeBarre verbally provided feedback on his attendance at the 2018 CTA Fall Conference in Long Beach, CA. He commended MST Staff on having the best women in transit.

Director Albert verbally provided feedback on his attendance at the 2018 CTA Fall Conference and commended MST Staff’s knowledge and understanding of intercity Transit.

Director Velazquez verbally provided feedback on her attendance on the 2018 CTA Fall conference in Long Beach, CA and commented on well connected MST staff is with the CTA network; the importance of transit in rural cities and wanted to add this as a conference workshop topic item to the 2019 Annual Conference.

8-2. Board member comments and announcements.

Carl Sedoryk made a special announcement to the MST Board and Staff recognizing 15 Years of Service - Hunter Harvath, Assistant General Manager.

8-3. Board member referrals for future agendas.

The MST Strategic Planning Workshop will be held January 14, 2019.

9. CLOSED SESSION

Members of the public may address the Board on any matter related to Closed Session. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda.

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milias-Brown Act representative


Chair LeBarre announced that Item 9-1 was removed from the closed session agenda.


Public Comment – None

10. RETURN TO OPEN SESSION

10-1. Report on Closed Session and possible action.
Dave Laredo reported that no reportable action was taken, however direction was provided to move item 9-2 as an action item on the December 10 agenda.

11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for September 2018 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

12. ADJOURN

There being no further business, Chair LeBarre adjourned the meeting at 11:18 a.m.

PREPARED BY: Jeanette Alegar-Rocha REVIEWED BY: Carl G. Sedoryk