

**MEETING OF THE MST BOARD OF
DIRECTORS**

MEETING MINUTES

November 9, 2020

Present:	Jeff Baron Kristin Clark Yanely Martinez Lorraine Worthy Mike LeBarre Frank O'Connell Dan Albert Joe Amelio Mary Ann Carbone Dave Pacheco Anna Velazquez Luis Alejo	City of Carmel-by-the Sea City of Del Rey Oaks City of Greenfield City of Gonzales City of King City of Marina City of Monterey City of Pacific Grove City of Sand City City of Seaside City Soledad County of Monterey
Absent:	Tony Barrera	City of Salinas
Staff:	Carl Sedoryk Lisa Rheinheimer Robert Weber Norman Tuitavuki Kelly Halcon Mark Eccles Michelle Overmeyer Jeanette Alegar-Rocha Andrea Williams Ikuyo Yoneda-Lopez Lisa Cox Alvin Johnson	General Manager/CEO Assistant General Manager Chief Operating Officer Deputy Chief Operating Officer Director of HR and Risk Management Director of Information Technology Director of Planning and Innovation Deputy Secretary General Accountant & Budget Manager Marketing & Customer Service Manager Risk and Safety Manager Communications Systems Manager

Kevin Allshouse
Doris Martinez
Elena Grigorichina
Fred Simkins

Mobility Coordinator
Schedule/Planning Analyst
Operations Analyst
Coach Operator

Counsel: Michael D. Laredo

Assistant Counsel, De Lay & Laredo

Public: Debbie Hale

Transportation Agency for Monterey County

Apology is made for any misspelling of a name.

1. CALL TO ORDER

1-1. Roll Call

Chair Albert called the meeting to order at 10:00 a.m. with roll call taken as the meeting was via ZOOM teleconference. A quorum was established.

1-2. Pledge of Allegiance

The pledge of allegiance was led by Chair Albert.

1-3. Review Highlights of the agenda. (Carl Sedoryk)

General Manager/CEO Carl Sedoryk reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Members of the public may address the Board on any matter related to the jurisdiction of MST but not on the agenda. 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 either individually, through staff, or on a subsequent agenda.

Public Comment – None

3. CONSENT AGENDA

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

3-1. Adopt Resolution 2021-12 Recognizing Peter DeWitt, Coach Operator as Employee of the Month for November 2020. (Robert Weber)

- 3-2. Approved Minutes of the Board Operations Performance Committee on October 12, 2020. (Jeanette Alegar-Rocha)
- 3-3. Approve Minutes of the MST Board Meeting on October 12, 2020.(Jeanette Alegar-Rocha)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of June 2020. (Sonia Wills)
- 3-5. Financial Reports – August 2020 (Lori Lee)
 - a) Accept report of August 2020 Cash Flow
 - b) Approve August 2020 Disbursements
 - c) Accept Report of August 2020 Treasury Transactions
- 3-6. Reject Claim by Claimant Lillian Kausin. (Lisa Cox)

End of Consent Agenda

Public Comment – None

Director Carbone requested item 3-2 Minutes of the Board Operations Performance Committee on October 12, 2020 be corrected to reflect the following:

ABSENT: Mary Anne Carbone City of Sand City

Director Amelio made the motion to approve all items on the consent agenda with the correction to item 3-2, which was seconded by Director Alejo. A roll call vote was taken with 12 voting in favor and 1 absent. The motion passed.

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. Employee of the Month for November 2020, Peter DeWitt. (Robert Weber)
- 4-2. Recognition of Board Member Services – Frank O’Connell (Carl Sedoryk)
- 4-3. Receive Staff Report on Activities Related to the COVID-19 Pandemic Incident Response and Recovery Planning to Date and Provide Direction, If Needed. (Carl Sedoryk)

The MST Board received a report from the General Manager/CEO, Carl Sedoryk on activities related to COVID-19 pandemic incident response and recovery planning.

Public Comment – None

- 4-4. Receive Presentation from MST COVID-19 Contact Tracing Task Force. (Kelly Halcon)

The MST Board received a presentation from the Director of HR and Risk Management on MST's Contact Tracing Task Force.

Director LeBarre asked if other transit agencies are proactively partnering with their local health department similar to MST's Contact Tracing effort and commented that representatives should be made aware.

Director Velazquez asked if the appropriate pay codes through FEMA are being used for reimbursement. Staff confirmed that the appropriate pay codes are being used.

Director Carbone commented that the local press should be notified of MST's efforts and asked if MST needs to report back regarding grants. Staff confirmed that MST reports COVID cases on a weekly basis while remaining HIPPA compliant.

Director Lintell asked if MST employees who have contracted COVID are eligible for unemployment. Staff responded that individuals are eligible for either COVID leave, unemployment, or State Disability based on the individual's eligibility.

Director Amelio and other board members inquired about the John Hopkins Contact Tracing course. Staff responded the course is about 4-6 hours of modules with a test that can be retaken. The course is also free and open to the public. A link to the course will be emailed to the Board.

During Public Comment, Debbie Hale of TAMC asked what office practices were implemented by MST for COVID-19. Staff responded with MST's implementation of separate lunch room and break rooms, as well as furniture modifications that were made to enforce social distancing.

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Receive Update and Provide Direction on Strategic Planning Workshop. (Carl Sedoryk)

The MST Board received an update on the initial plans for the Strategic Planning Workshop. Board Chair Dan Albert took volunteers and assigned an ADHOC Committee to provide direction to MST staff in preparation for the January 2021 Strategic Planning Workshop.

Public Comment – None

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Report. – September 2020
- 7-2. Washington, D.C. Lobby Report. – October 2020
- 7-3. State Legislative Advocacy Update.
- 7-4. Staff Trip Reports - None
- 7-5. Correspondence.

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 8-2. Board Member Comments and Announcements.
- 8-3. Board Member Referrals for Future Agendas.

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. **(Please refer to page 1 of the agenda for instructions)***

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.

- 9-1. Review General Manager/CEO Performance Evaluation Gov. Code § 54957. (Kelly Halcon) (Enclosure).

10. RETURN TO OPEN SESSION

- 10-1 Report on Closed Session and Possible Action.


Michael D. Laredo, Assistant Counsel from DeLay & Laredo, reported no reportable action was made on closed session item 9-1.

11. ATTACHMENTS

11-1. The Detailed Monthly Performance Statistics and Disbursement Journal for September 2020 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

12. ADJOURN

With no further business to discuss, Chair Albert adjourned the meeting at 11:40 a.m. (Pacific)

PREPARED BY: 
Jeanette Alegar-Rocha

REVIEWED BY: 
Carl G. Sedoryk