

**MEETING OF THE MST BOARD OF
DIRECTORS**

MEETING MINUTES

December 14, 2020

Present:	Jeff Baron	City of Carmel-by-the Sea
	Pat Lintell	City of Del Rey Oaks
	Yanely Martinez	City of Greenfield
	Lorraine Worthy	City of Gonzales
	Mike LeBarre	City of King
	David Burnett	City of Marina
	Dan Albert	City of Monterey
	Joe Amelio	City of Pacific Grove
	Tony Barrera	City of Salinas
	Mary Ann Carbone	City of Sand City
	Dave Pacheco	City of Seaside
	Anna Velazquez	City Soledad
	Luis Alejo	County of Monterey
Absent:	None	
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Robert Weber	Chief Operating Officer
	Norman Tuitavuki	Deputy Chief Operating Officer
	Kelly Halcon	Director of HR and Risk Management
	Mark Eccles	Director of Information Technology
	Michelle Overmeyer	Director of Planning and Innovation
	Andrea Williams	General Accountant and Budget Manager
	Jeanette Alegar-Rocha	Deputy Secretary
	Marzette Henderson	Contract Transportation Supervisor
	Lisa Cox	Risk and Safety Manager
	Deanna Smith	Compliance Analyst
	Ikuyo Yoneda-Lopez	Marketing & Customer Service Manager
	Sonia Wills	Customer Service Supervisor
	Alvin Johnson	Communications Systems Manager
	Sandra Amorim	Procurement and Contracts Manager
	Kevin Allshouse	Mobility Coordinator

Lesley van Dalen
Claudia Valencia
Elena Grigorichina
Beronica Carriedo
Angelina Ruiz
David Bielsker

Mobility Coordinator
Mobility Coordinator
Operations Analyst
Community Outreach Coordinator
Human Resources Manager
Transit Scheduler

Counsel: David Laredo
Michael D. Laredo

General Counsel, De Lay & Laredo
Assistant Counsel, De Lay & Laredo

Public: Debbie Hale
Don Gilchrest
Jerry Benson
Douglas Thompson

Transportation Agency for Monterey County
Thomas Walters & Associates
3rd Wind Leadership
MV Transportation

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 2021-14 Recognizing Marzette Henderson, Contract Transportation Supervisor, as Employee of the Month for December 2020. (Robert Weber)
- 3-2. Approve Minutes of the Board Administrative Performance Committee on November 9, 2020. (Jeanette Alegar-Rocha)
- 3-3. Approve Minutes of the MST Board Meeting on November 9, 2020. (Jeanette Alegar-Rocha)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of August 2020. (Sonia Wills)
- 3-5. Financial Reports – October 2020. (Lori Lee)
 - a) Accept report of October 2020 Cash Flow
 - b) Approve October 2020 Disbursements
 - c) Accept Report of October 2020 Treasury Transactions
- 3-6. Receive 2021 MST Board Meeting Schedule and 2021 MST Conference Schedule. (Jeanette Alegar-Rocha)
- 3-7. Approve the Revised MST Agency Safety Plan in Support of the Federal Transit Administration (FTA) Requirement to Develop, Certify, and Implement an Agency Safety Plan. (Lisa Cox)
- 3-8. Adopt Retirement Resolution 2021-15 Recognizing Doris Martinez, Scheduling/Planning Analyst, for Her 36 Years of Service. (Michelle Overmeyer)
- 3-9. Adopt Retirement Resolution 2021-16 Recognizing Robert Weber, Chief Operating Officer, for His 20 Years of Service. (Carl Sedoryk)
- 3-10. Adopt Resolution of Appreciation 2021-17 for Services Rendered by Kristin Clark. (Carl Sedoryk)
- 3-11. Authorize General Manager/CEO to Execute an Agreement with the Transportation Agency for Monterey County (TAMC) for Joint Procurement and Cost Sharing of Property Demolition in the Amount of \$1,489,700. (Lisa Rheinheimer)
- 3-12. Authorize General Manager/CEO to Execute a Contract with Cintas for Uniform and Linen Services in an Amount Not to Exceed \$270,000. (Sandra Amorim)
- 3-13. Authorize General Manager/CEO to Execute a Three-Year Contract with Executive Facilities Services, Inc., to Provide Janitorial Services and Supplies in an Amount not to Exceed \$980,600.(Norm Tuitavuki)
- 3-14. Approve Reduction in Regular Fares for Lines 61, 91, 92, 93, 94, and 95 During the Six-Month Contactless Fare Demonstration Project.(Lisa Rheinheimer)

Public Comment – None

Director Barrera made the motion to approve all items on the consent agenda, which was seconded by Director Amelio. A roll call vote was taken with 12 voting in favor and 1 absent (Mary Anne Carbone). The motion passed.

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. Employee of the Month for December 2020, Marzette Henderson
- 4-2. Retirement – Doris Martinez, 36 Years of Service
- 4-3. Retirement – Robert Weber, 20 Years of Service
- 4-4. Board Recognition – Kristin Clark
- 4-5. 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

- 4-6. Receive Update on Strategic Planning Workshop. (Carl Sedoryk)

The MST Board received an update from the General Manager/CEO, Carl Sedoryk and Jerry Benson from 3rd Wind Leadership on the Strategic Planning Workshop Committee discussions and received the draft agenda in preparation for the January 11, 2021 meeting.

Public Comment- None

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Approve the Recommended 4.7% Incentive Pay for MST's General Manager/CEO. (Kelly Halcon)

Director Amelio made the motion to approve item 6-1 which was seconded by Director Barrera. A roll call vote was taken with 9 voting in favor, 1 abstention (David Burnett), 1 against (Jeff Baron) and 1 absent (Mary Ann Carbone). The motion passed.

- 6-2. Authorize General Manager/CEO to Execute a Contract with Jarrett Walker + Associates for a Comprehensive Operational Analysis in an Amount Not to Exceed \$344,800. (Michelle Overmeyer)

Director Barrera made the motion to approve item 6-2 which was seconded by Director Amelio. A roll call vote was taken with 12 voting in favor and 1 absent (Mary Ann Carbone). The motion passed.

Director Mary Ann Carbone (City of Sand City) joined at 10:57 a.m.

- 6-3. Receive Update and Adopt 2021 Federal and State Legislative Programs. (Carl Sedoryk/Don Gilchrest/Michelle Overmeyer)

Director Barrera made the motion to approve item 6-3 which was seconded by Director Velazquez. A roll call vote was taken with 13 voting in favor. The motion unanimously passed.

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 – October 2020 (Page 89)
- 7-2. Federal Legislative Advocacy Report – November 2020 (Page 121)
- 7-3. State Legislative Advocacy Update – None
- 7-4. Staff Trip Reports - None
- 7-5. Correspondence - None

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.


10. RETURN TO OPEN SESSION

11. ATTACHMENTS

11-1. The Detailed Monthly Performance Statistics and Disbursement Journal for October 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