



**MONTEREY-SALINAS TRANSIT DISTRICT  
BOARD ADMINISTRATIVE PERFORMANCE COMMITTEE  
MEETING AGENDA AND NOTICE**

**Date:** July 11, 2022  
**Time:** 9:00 AM Pacific Time (US and Canada)  
**Location:** In-Person and Zoom Conference

Due to the expiration of certain directives contained in the Governor's Declaration of Emergency for the State of California (Executive Order N-29-20), the Board of Directors of the Monterey-Salinas Transit District will hold meetings in-person and via Zoom virtual meeting as indicated below:

**In-Person Participation:**

The Board Administrative Performance Committee in-person meeting will be held on July 11, 2022 at 9:00 AM at 19 Upper Ragsdale Drive, Suite 100. *Members of the public are required to wear a face covering and will be socially distanced in the Board room.*

**OR**

**Zoom Participation:**

The Board Administrative Performance Committee Zoom virtual meeting will be held on July 11, 2022 at 9:00 AM via Zoom video/teleconference, click <https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdj3Y0eW94WmtRZ1Myc0Vldz09> and enter the following:

Meeting ID: 845 0083 6234 and Passcode: 652252.

By telephone: (669) 900-6833 same Meeting ID: 845 0083 6234 and Passcode: 652252.

*Public comments may be made either in person, via Zoom, or via email. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment. Persons who wish to make public comment on an agenda item are encouraged to submit comments in writing by email to MST at [clerk@mst.org](mailto:clerk@mst.org) by 3:00 PM on Friday, July 8, 2022; those comments will be distributed to the MST Board of Directors before the meeting. Written comments may be emailed to [clerk@mst.com](mailto:clerk@mst.com), and should include the subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)."*

## **MST Board and Committee Agendas**

### **Accessibility, Language Assistance, and Public Comments**

Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration Building at 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 during normal business hours.

Upon request, Monterey-Salinas Transit will provide written materials in appropriate alternative formats, including disability-related modifications or accommodations, auxiliary aids, or services to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, description of the requested materials, and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting at the address below.

Public comments may be submitted for any item on the agenda by contacting MST:

**Mail:** MST, Attn: Clerk to the Board, 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940

**Website:** <https://mst.org/contact-us/> • **Email:** [clerk@mst.org](mailto:clerk@mst.org) • **Phone:** (888) 678-2871



**TTY/TDD:** 831-393-8111 • 711 Relay 888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito / Librengr tulong para sa wika / Hỗ trợ ngôn ngữ miễn phí / 무료 언어 지원

**Group: Board Administrative Performance Committee (BAPC)**

<b>Directors:</b>	Dan Albert (Chair)	City of Monterey
	Dave Pacheco (Vice Chair)	City of Seaside
	John Gaglioti	City of Del Rey Oaks
	Yanely Martinez	City of Greenfield
	David Burnett	City of Marina
	Luis Alejo	County of Monterey
<b>Staff:</b>	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Kelly Halcon	Director of HR and Risk Management
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Michelle Overmeyer	Director of Planning and Innovation

*The BAPC Committee provides policy direction to the MST Board and monitor performance in areas of Transit, ADA Paratransit and Mobility Management Service Design/Service Delivery, Capital Investment Requirements, Capital Projects, Transit Facilities/Customer Amenities, Asset Management, Labor Relations, and Safety/Security.*

**1. CALL TO ORDER**

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

*Members of the public may address the Committee 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 Committee 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.*

**3. CONSENT AGENDA**

- 3-1. Approve Minutes of the Board Administrative Performance / BAPC Committee on May 9, 2022. (Jeanette Alegar-Rocha) (Page 5)

**4. ACTION ITEMS**

- 4-1. Review of Administrative Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)
- 4-2. Receive State Legislative Advocacy Update. (Michelle Overmeyer)
- 4-3. Receive Federal Legislative Update. (Carl Sedoryk/Don Gilchrest)

4-4. Review Bus Fare Policy. (Refer to MST Board Agenda Item 5-1) (Lisa Rheinheimer)

4-5. Review Procurement Policy. (Refer to MST Board Agenda Item 6-1) (Lisa Rheinheimer)

**5. CLOSED SESSION**

*As permitted by Government Code §54957 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.*

**None.**

**6. ADJOURN**

**NEXT SCHEDULED MEETING DATE September 12, 2022**

**9:00 a.m.**

*\*Dates, times and **teleconference** information are subject to change.*

*Please contact MST for accurate meeting date, times and **teleconference** information or check online at <http://mst.org/about-mst/board-of-directors/board-meetings/>*

**Board Administrative Performance Committee (BAPC)**  
In Person/Zoom Meeting

**Minutes**

May 9, 2022  
9:00 a.m.

<b>Present:</b>	Mike LeBarre (Chair)	City of King
	Dave Pacheco (Vice Chair)	City of Seaside
	Yanely Martinez	City of Greenfield
	David Burnett	City of Marina
	Luis Alejo	County of Monterey
<b>Absent:</b>	John Gaglioti	City of Del Rey Oaks
<b>Staff:</b>	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Kelly Halcon	Director of HR & Risk Management
	Michelle Overmeyer	Director of Planning & Innovation
	Jeanette Alegar-Rocha	Clerk to the Board
	Andrea Williams	General Accounting & Budget Manager
	Ikuyo Yoneda-Lopez	Marketing & Customer Service Manager
	Beronica Carriedo	Community Relations Coordinator
	Scott Taylor	IT Manager
	Ezequiel Rebollar	IT Technician
	Lisa Cox	Risk and Safety Manager
	Marzette Henderson	Transportation Manager
	Emma Patel	Associate Planner
	Daniel Bruno	Scheduling Assistant
	Matthew Deal	Grants Analyst
	Deanna Smith	Civil Rights Officer
	Sonjé Dayries	Compliance Analyst
<b>Counsel:</b>	Michael D. Laredo	Assistant Counsel, De Lay & Laredo
<b>Public:</b>	Don Gilchrest	Thomas Walters & Associates

*Apology is made for any misspelling of a name.*

1. **CALL TO ORDER**

**Chair LeBarre called the meeting to order at 9:01 a.m. with roll call taken and a quorum was established.**

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

**There were no public comments.**

3. **CONSENT AGENDA**

3-1. **Approve Minutes of the Board Administrative Performance Committee of March 14, 2022.**

**There were no public comments.**

**On a motion by Committee Member Alejo, seconded by Committee Vice Chair Pacheco and carried by the following vote, which was conducted by roll call, the Committee approved the Minutes:**

<b>AYES:</b>	<b>4</b>	<b>Alejo, LeBarre, Martinez and Pacheco</b>
<b>NOES:</b>	<b>0</b>	
<b>ABSENT:</b>	<b>2</b>	<b>Burnett, Gaglioti</b>
<b>ABSTAIN:</b>	<b>0</b>	

**Director Burnett joined the meeting at 10:04 a.m. (Pacific)**

4. **ACTION ITEMS**

4-1. **Review of Administrative Performance.**

**The Committee received a report from Carl Sedoryk on Board agenda item 7-1 MST Administrative Performance.**

**There were no public comments.**

4-2. **Receive Update on Federal Legislative Priorities. (Carl Sedoryk/Don Gilchrest)**

**The Committee received an update from Don Gilchrest on Federal Legislative Priorities.**

**There were no public comments.**

4-3. **Receive Update on State Legislative Priorities. (Michelle Overmeyer)**

**The Committee received an update from Michelle Overmeyer on State Legislative Priorities.**

**There were no public comments.**

4-4. Review Draft FY23 and FY24 Operating and Capital Budget Summary.  
(Lisa Rheinheimer)

**The Committee received the draft FY 23 and FY24 Operating and Capital Budget Summary.**

**There were no public comments.**

5. **CLOSED SESSION**

None.

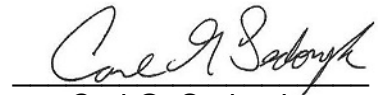
6. **ADJOURN**

**There being no further business, Chair LeBarre adjourned the meeting at 9:28 a.m.**

PREPARED BY:

  
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Jeanette Alegar-Rocha

REVIEWED BY:

  
\_\_\_\_\_  
Carl G. Sedoryk

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