



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

Date: December 11, 2023
Time: 9:00 AM Pacific Time (US and Canada)
Location: In-Person and Zoom Conference

MST Administrative Performance Committee Participation:

The Board Administrative Performance Committee in-person meeting will be held on December 11, 2023 at 9:00 AM at 19 Upper Ragsdale Drive, Suite 100.

Public Participation:

Public participation for the Regular Board Meeting is available in-person at 19 Upper Ragsdale Drive, Suite 100, as well as virtually via Zoom, telephone, and email. To participate virtually, click

<https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdj3Y0eW94WmtRZ1Myc0Vldz09> and enter the following:

Meeting ID: 845 0083 6234 and Passcode: 652252.

To attend by telephone, dial (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. Warning to public speakers: MST is committed to civility and is mindful of its responsibility to protect the work environment. To assure civility in its public meetings, the public is encouraged to engage in respectful dialog that supports freedom of speech and values diversity of opinion. Failure to engage in respectful dialog will forfeit the speaker's right to participate in Public Comment. Members of the public may attend the Committee Meeting in person and request to speak to the Committee 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 by 3:00 pm on Friday, December 8, 2023; those comments will be distributed to the MST Board of Directors before the meeting. Written comments may be emailed to clerk@mst.com, and should include the subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)."

Accessibility, Language Assistance, Public Comments – MST Board & Committee Agendas, Public Hearings, Pre-bids, Other Public Meetings

Agendas and 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. Agendas and other informational materials related to this meeting may be requested within 72 hours of the meeting date.

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 • **Phone:** (888) 678-2871

TTY/TDD: 831-393-8111 • 711 Relay



888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito
/ Libreng tulong para sa wika

Group: Board Administrative Performance Committee (BAPC)

Directors: Lorraine Worthy (Chair) City of Gonzales
Dave Pacheco (Vice Chair) City of Seaside
Arianna Rodriguez City of Greenfield
Ed Smith City of Monterey
Kim Shirley City of Del Rey Oaks
Luis Alejo County of Monterey

Staff: 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 Board and monitors performance in areas of Finance and Budget, Procurement, Legislative, Intergovernmental Relations, Business Development, Planning, Marketing, Customer Service, Regulatory Compliance, Risk Management, Employee Compensation/Benefit Programs, and Information Technology.

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 public is encouraged to engage in respectful dialog that supports freedom of speech and values diversity of opinion. **Failure to engage in respectful dialog will result in speakers being muted or required to leave.** 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 October 9, 2023. (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/Matt Robinson/Michael Pimentel)
- 4-3. Receive Federal Legislative Update. (Carl Sedoryk/Don Gilchrest)
- 4-4. Procurement Policy Update in Accordance with SB 304 Effective January 1, 2024. (Refer to MST Board Agenda Item 3-7) (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.

6. ADJOURN

NEXT SCHEDULED MEETING DATE

March 11, 2023 at 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)

Meeting Minutes

October 9, 2023

9:00 a.m.

Present:	Dave Pacheco (Vice Chair) Kim Shirley Ed Smith Luis Alejo	City of Seaside City of Del Rey Oaks City of Monterey County of Monterey
Absent:	Lorraine Worthy (Chair) Ariana Rodriguez	City of Gonzales City of Greenfield
Staff:	Carl Sedoryk Lisa Rheinheimer Kelly Halcon Michelle Overmeyer Jeanette Alegar-Rocha Beronica Carriedo Ezequiel Rebollar Ikuyo Yoneda-Lopez Jacqueline Munoz Matthew Deal Scott Taylor Vince Dang	General Manager/CEO Assistant General Manager Director of HR and Risk Management Director of Planning & Innovation Clerk to the Board C/S & Community Relations Supervisor IT Technician Marketing & Communications Manager Customer Service Representative Grants Analyst IT Manager Project Management Coordinator
Counsel:	Michael D. Laredo	De Lay & Laredo
Public:	Matt Robinson Michael Pimentel Don Gilchrest	Shaw, Yoder, Antwih, Schmelzer & Lange Shaw, Yoder, Antwih, Schmelzer & Lange Thomas Walters & Associates

1. CALL TO ORDER

Vice Chair Pacheco called the meeting to order at 9:02 a.m., with roll call taken. Counsel Laredo announced the meeting would move forward as a committee of the whole due to a lack of quorum.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

3. CONSENT AGENDA

3-1 Approve Minutes of the Board Administrative Performance / BAPC Committee on July 10, 2023. (Jeanette Alegar-Rocha).

Director Alejo joined the meeting at 9:04 a.m., establishing a quorum.

4. ACTION ITEMS

4-1. Review of Monthly Report – August 2023. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

There were no public comments on item 4-1.

Board member Shirley asked about the increase in delay on MST RIDES trips in August 2023. Mr. Sedoryk responded that this was mainly due to area-wide traffic congestion.

The Committee received an update from Mr. Sedoryk and a review of the August 2023 Monthly Report.

4-2. Receive an Update on State Legislative Activities and Review the Initial Draft 2024 State Legislative Program. (Michelle Overmeyer/ Matt Robinson) (Page 7)

There were no public comments on item 4-2.

The Committee received an update on State legislative activities and reviewed the initial draft of the 2024 State Legislative Program from State legislative advocate, Michael Pimentel of Shaw, Yoder, Antwih, Schmelzer & Lange.

4-3. Receive an Update on Federal Legislative Activities and Review the Initial Draft 2024 Federal Legislative Program. (Carl Sedoryk/Don Gilcrest) (Page 13)

There were no public comments on item 4-3.

The Committee received an update on Federal legislative activities and reviewed the initial draft of the 2024 Federal Legislative Program from federal legislative advocate, Don Gilcrest of Thomas Walters & Associates.

- 4-4. Receive Result of Monterey-Salinas Transit District's Actuarial Report on MST's Workers' Compensation and Liability Programs. (Kelly Halcon) (Page 19)

There were no public comments on item 4-4.

The Committee received results of MST's Actuarial Report on Worker's Compensation and Liability Programs from Kelly Halcon, Director of Human Resources and Risk.

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

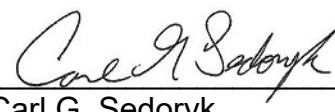
Prior to adjourning the meeting, Vice Chair Pacheco asked for a motion to approve Consent Agenda 3-1.

On a motion by Director Alejo, seconded by Director Shirley and carried by the following vote, the Committee approved the Minutes of the Board Administrative Performance Committee Meeting on July 10, 2023.

AYES:	4	Alejo, Pacheco, Shirley, and Smith
NOES:	0	
ABSENT:	2	Rodriguez and Worthy
ABSTAIN:	0	
RECUSE:	0	

There being no further business, Vice Chair Pacheco adjourned the meeting at 9:51 a.m.

Prepared by: 
Jeanette Alegar-Rocha
Deputy Secretary/Clerk to the Board

Reviewed by: 
Carl G. Sedoryk
General Manager/CEO

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