



MONTEREY-SALINAS TRANSIT BOARD ADMINISTRATIVE PERFORMANCE COMMITTEE MEETING AGENDA

March 8, 2021

Time: 9:00 AM Pacific Time (US and Canada)

Governor Newsom's COVID-19 Executive Order N-25-20 allows MST to hold meetings via teleconference and to make meetings accessible electronically to protect public health. The March 8, 2021 meeting of the Board Administrative Performance Committee will be held via Zoom conference. There will be NO physical location of the meeting. The public is asked to use the Zoom app for best reception. There may only be limited opportunity to provide oral comments during the meeting. 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, March 5, 2021 those comments will be distributed to the legislative body before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair. Prior to the meeting, participants should download the Zoom app at:

<https://zoom.us/download> A link to tutorials for use of the Zoom app is: <https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials> and <https://support.zoom.us/hc/en-us/articles/209743263-Meeting-and-Webinar-Best-Practices-and-Resources>

REMOTE CONFERENCE ONLY

Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/93499251302?pwd=KzhhdGp2SlIuS0VhV0VZUGwvWGIRdz09>

Meeting ID: 934 9925 1302

Password: 132854

One tap mobile

+16699006833,,93499251302#,,,,0#,,132854# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 934 9925 1302

Password: 132854

Find your local number: <https://zoom.us/u/azpUB9vO7>

MST AGENDA & MEETING NOTICE

Group: Board Administrative Performance Committee (BAPC)

Directors: Alejo, Burnett, Gaglioti, LeBarre (Chair), Martinez, Pacheco (Vice Chair)

Staff: Carl Sedoryk, General Manager/CEO, Lisa Rheinheimer, AGM, Kelly Halcon, Director of HR and Risk Management, Robert Weber, Chief Operating Officer, Norman Tuitavuki, Deputy Chief Operating Officer, Mark Eccles, Director of Information Technology, Michelle Overmeyer, Director of Planning and Innovation

Date: March 8, 2021

Time: 9:00 am

The BAPC Committee provides policy direction to the Board and monitor performance in areas of Finance and Budget, Procurement, Legislative, Intergovernmental Relations, Business Development, Planning, Marketing, and Customer Service, Regulatory Compliance, Risk Management, Employee Compensation/Benefit Programs, and Information Technology.

1. CALL TO ORDER

2. PUBLIC COMMENTS 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 Committee of November 9, 2020. (Jeanette Alegar-Rocha) (Page 5)

4. ACTION ITEMS

- 4-1. Review of Administrative Performance. (Carl Sedoryk) (Refer to MST Board Agenda Item 7-1) (Page 111)
- 4-2. Receive State Legislative Advocacy Update. (Michelle Overmeyer)
- 4-3. Receive Federal Legislative Update. (Carl Sedoryk/Don Gilcrest)
- 4-4. Recommend Board Approval of FY 2021 Mid-Year Budget Adjustment. (Lisa Rheinheimer) (Board Agenda Item 6-1) (Page 77)

- 4-5. Review Draft FY 22-24 Strategic Plan. (Carl Sedoryk) (Board Agenda Item 6-2)
(Page 89)

5. CLOSED SESSION

As permitted by Government Code §54957 et seq. of the State of California, the Committee 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. COMMENTS AND ANNOUNCEMENTS

Reminder of Upcoming Conferences/Virtual Meetings:

- a) CTA Spring Legislative Conference Virtual Event, May 19, 2021,
early registration fee deadline is April 26.

7. ADJOURN

NEXT MEETING DATE: May 10, 2021

REMOTE CONFERENCE ONLY

ZOOM MEETING

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/>

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 • **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 / Hỗ trợ ngôn ngữ miễn phí / 무료 언어 지원

Board Administrative Performance Committee (BAPC)
ZOOM Teleconference Meeting

Draft Minutes
November 9, 2020
9:00 a.m.

Present:	Yanely Martinez Mike LeBarre (Chair) Dave Pacheco Luis Alejo	City of Greenfield City of King City of Seaside County of Monterey
Absent:	Kristin Clark Frank O'Connell	City of Del Rey Oaks City of Marina
Staff:	Carl Sedoryk Lisa Rheinheimer Robert Weber Norman Tuitavuki Kelly Halcon Mark Eccles Michelle Overmeyer Jeanette Alegar-Rocha Andrea Williams Ikuyo Yoneda-Lopez Marzette Henderson Deanna Smith	General Manager/CEO Assistant General Manager Chief Operating Officer Deputy Chief Operating Officer Director of HR & Risk Management Director of Information Technology Director of Planning & Innovation Deputy Secretary General Accountant & Budget Manager Marketing & Customer Service Manager Contract Transportation Supervisor Compliance Analyst
Counsel:	Michael D. Laredo	Assistant Counsel, De Lay & Laredo
Public:	Don Gilchrest Mayor Mary Ann Carbone Douglas Thomson	Thomas Walters & Associates City of Sand City MV Transportation

1. Call to order.

Chair LeBarre called the meeting to order at 9:02 a.m.

2. Public comment 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.

Public Comment - None

3. Receive Administrative Performance Update. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

Public Comment - None

The committee received a review from Carl Sedoryk of board agenda item 7-1, the MST Administrative Performance.

4. State Legislative Update and Draft 2021 Legislative Program. (Michelle Overmeyer)

The committee received an update and draft 2021 Legislative Program from Michelle Overmeyer.

Chair LeBarre asked if section 3S-f of the draft 2021 State Legislative Program could include funding for transit agencies with battery storage technologies. Staff noted section 3S-f addresses battery storage technologies.

5. Federal Legislative Update. (Carl Sedoryk/Don Gilchrest)

Public Comment- None

The committee received an update from Don Gilchrest of Thomas Walters and Associates on board agenda item 7-2, the Federal Legislative Report.

Chair LeBarre asked if section 2f-l of the draft 2021 Federal Legislative Program could include funding for energy storage for transit agencies.

Carl Sedoryk responded that staff will make the necessary changes to be more in line with California State and Federal Regulations for transit agencies with respect to energy storage.

6. Review Staff Performance Incentive Process (Kelly Halcon)

The Committee and staff discussed the MSTEA staff performance incentive pool calculation process.

The Committee suggested a calculation process with a formula but still allows discretion. Staff may present a suggested decision matrix tool to assist the board at the 2021 Strategic Planning Session, if appropriate.

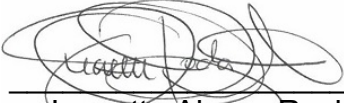
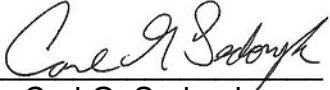
Public Comment- None

7. Staff and Committee member comments, questions, or referrals
8. Closed Session
 - 8-1. Conference with Labor Negotiators (§54957.6) Monterey-Salinas Transit Employee Association. (MSTEA)(No Enclosure)(Kelly Halcon)

No Closed Session was needed.

9. Adjourn.

There being no further business, Chair LeBarre adjourned the meeting at 9:41 a.m.

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

Blank Page