



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

Date: October 13, 2025
Time: 9:00 AM Pacific Time (US and Canada)
Location: 19 Upper Ragsdale Drive, Suite 100, Monterey, CA 93940

[This is an in-person meeting. Remote participation via Zoom may be offered, but it is not required for the meeting to proceed. Please note the meeting will proceed as normal even if there are technical difficulties accessing zoom. MST will do its best to resolve any technical issues as quickly as possible.]

To participate virtually, click the link below:

<https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdjZ3Y0eW94WmtRZ1MyO0Vldz09>

Meeting ID: 845 0083 6234 | Passcode: 652252 | To attend by phone: (669) 900-6833

*Members of the public may attend the Committee Meeting and speak to the Committee when the Chair calls for public comment. Public comments may be made either in person, virtually, 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.*

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, October 10, 2025; those comments will be distributed to the MST Board of Directors before the meeting. Written comments 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

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Libreng tulong para sa wika

Group: Board Operations Performance Committee (BOPC)

Directors:	Lorraine Worthy, Chair	City of Gonzales
	Joe Amelio, Vice Chair	City of Pacific Grove
	Bob Delves	City of Carmel-by-the-Sea
	Mike LeBarre	City of King
	Liesbeth Visscher	City of Marina
	Tony Barrera	City of Salinas
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Deputy CEO
	Kelly Halcon	Chief Human Resources Officer
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Michelle Overmeyer	Director of Planning and Innovation

The BOPC Committee provides policy direction to the MST Board and monitors 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 Operations Performance / BOPC Committee on June 9, 2025. (Jeanette Alegar-Rocha) (Page 5)
- 3-2. Receive Minutes from Safety Committee Meeting on July 17, 2025. (Jarred Augusta) (Page 9)

4. ACTION ITEMS

- 4-1. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)
- 4-2. Receive Cybersecurity Presentation. (Michael Kohman)

- 4-3. Receive Project Updates on SURF! Construction per CEQA Exemption Adopted for the Project which Requires the Lead Agency to Conduct at Least Two Noticed Public Meetings Annually During Project Construction for the Public to Provide Comments. (Lisa Rheinheimer)

5. CLOSED SESSION

Comments from the public will not receive Board action. Comments must deal with matters on the Closed Session agenda and will be limited to three minutes

None.

6. ADJOURN

NEXT SCHEDULED MEETING DATE:

December 8, 2025 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 Operations Performance Committee (BOPC)

Meeting Minutes

June 9, 2025

9:00 a.m.

Present:	Lorraine Worthy, Chair Bob Delves Joe Amelio, Vice Chair Liesbeth Visscher Tony Barrera	City of Gonzales City of Carmel-by the Sea City of Pacific Grove City of Marina City of Salinas
Absent:	Mike LeBarre	City of King
Counsel:	Michael Laredo	General Counsel, De Lay & Laredo
Staff:	Carl Sedoryk Lisa Rheinheimer Kelly Halcon Norman Tuitavuki Michael Kohlman Michelle Overmeyer Jeanette Alegar-Rocha Andrea Williams Beronica Carriedo Christine Church Danitza Lopez Emma Patel Ezequiel Rebollar Ikuyo Yoneda-Lopez Jacob Huggins Jarred Augusta Luiza Hatlestad Marzette Henderson Scott Taylor Susie Flores Steven Bruno Ursulla Scardina Vince Dang	General Manager/CEO Deputy CEO Chief Human Resources Officer Chief Operating Officer Chief Information Officer Director of Planning and Innovation Deputy Secretary/Clerk to the Board Finance Manager C/S & Community Relations Supervisor Compliance Analyst Human Resources Assistant Planning Manager IT System Engineer Marketing & Communications Manager IT Specialist Risk and Safety Manager Mobility Specialist Transportation Manager Information Technology Manager Grants Analyst Purchasing Agent Communications Specialist Project Management Coordinator
Public:	None	

1. CALL TO ORDER

Board Operations Performance Committee Chair, Lorraine Worthy called the meeting of the Committee to order at 9:00 a.m.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

3. CONSENT AGENDA

- 3-1. Approve Minutes of the Board Operations Performance / BOPC Committee on April 14, 2025. Jeanette Alegar-Rocha) (Page 5)

There were no public comments.

On a motion by Director Amelio and seconded by Director Barrera, the Committee approved item 3-1 with Director LeBarre noted as absent.

4. ACTION ITEMS

- 4-1. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

There were no public comments.

- 4-2. Receive SURF! Busway and Bus Rapid Transit Project Updates. (Lisa Rheinheimer)

The Committee received SURF! Busway and Bus Rapid Transit project updates highlighting the construction contract execution with Graniterock-Myers and a groundbreaking ceremony scheduled on June 28, 2025 at the future 5th Street Station.

There were no public comments.

- 4-3. Receive Update on East Alisal Bus Rapid Transit Feasibility and Salinas Transit Center Relocation. (Emma Patel)

The Committee received an update on the East Alisal Bus Rapid Transit Feasibility and Salinas Transit Center Relocation Study highlighting the project objectives, public outreach plan, and project schedule. Director Barrera requested that staff provide an update on the progress of this project. General Manager/CEO Sedoryk noted that updates can be provided in quarterly reports in the Board packet.

There were no public comments.

4-4. Receive Update on MST Safety and Risk. (Jarred Augusta)

The Committee received an update on MST Safety and Risk items which highlighted the MST fixed route 1,775,000 miles travelled collision-free in the last 13 months, status of workplace violence log data implemented on July 1, 2024, open claims, and MST security concerns.

There were no public comments.

5. CLOSED SESSION

None.

6. ADJOURN

There being no further business, Chair Worthy adjourned the meeting at 9:57 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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July 2025 Safety Committee Meeting Minutes

Meeting held on July 17, 2025, at TDA Training room from 9:30 AM – 11:36 AM

1. Attendees

ATU staff

- Esteban Ybarra – absent
- Shannon Hart – present
- Agustin Ruelas – present
- Francisco Garcia – present
- Charles Kirk – present (left meeting at 11:00 AM)

MST management staff

- Jarred Augusta – present
- Daniel Merillana – present
- Frank Marcos – present
- Courtney Neff – present

2. No items to add or remove. Motion to approve agenda by Frank Marcos, seconded by Daniel Merillana, eight (8) members vote to approve agenda, no objections or abstains.

3. No comments or concerns. All committee members agreed to ground rules.

4. Safety committee members reviewed and discussed MST fixed route Miles Between Preventable Collisions (MBPC) for the months of June 2024 to June 2025. Overall, improved metric from January 2025, with multiple months near target goal. (*note, removal of contract operated fixed route from chart*)

- Sum of all miles driven collision free equaled 1,500,000.
- MST operated fixed route sustained zero (0) preventable collisions per vehicle revenue miles for the months of December 2024 and February 2025.
- Four (4) consecutive months MST reached its goal of 200,000 between preventable collisions. November 2024 through February 2025.
- Eight (8) months at or above minimum of 100,000 miles per preventable collision.
- Five (5) months below 100,000 miles per preventable collision.

5. Safety committee members reviewed and discussed preventable collisions by type and non-preventable collisions for the months of June 2024 to June 2025. Overall, accidents are trending down from July 2024. With an average of two (2) preventable collisions a month. *(note, includes all revenue and non-revenue vehicles operated by MST)*

- **Mirror hits / swipes** represent highest frequency of preventable collisions, 14. Stagnant from 14 in January 2025.
- **Collisions in public** represent the second highest frequency of preventable collisions, 13. Up from 11 in January 2025.
- **Collisions within facilities** represent the third highest frequency of preventable collisions, 6. Down from 13 in January 2025. (Most improved metric)
- **Tail swing collisions** represent the fourth highest frequency of preventable collisions, 2. Up from 1 in January 2025.
- **Damage to MST property, Boarding / Alighting from bus, Wheelchair / Mobility devices securement, and Other** remain at 0 preventable collisions. Same frequency as January 2025, 0.

6. Safety committee members reviewed and discussed Workplace Violence Prevention Plan (WVPP) Log from July 1, 2024, to June 30, 2025. Overall, there are no major incidents to report. However, two (2) moderate assaults occurred over the period, with a total of 15 reports of threatening and aggressive behavior.

The committee discussed common outliers associated with the threatening behavior and the verbal assaults. Fare disputes and confusion were common themes amongst the WVPP incident investigations. Specifically, the two cases of physical assault began with passengers requesting a discounted fare or a curtesy ride. Whereby the operator was assaulted when attempting to collect the fare.

To reduce or eliminate an assault over a fare dispute the committee made the following suggestion.

- Continued training, developing driver awareness of safe zone, behind driver barrier. Limiting fare discussions to only occur once driver is behind the secured safety barrier. *(On-going in VTT)*
- Continued training, developing driver de-escalation tactics. *(On-going in VTT)*
- “State the fare” procedure. Whereby, the driver’s responsibility is to state the fare required to ride. If passengers refuse to pay, drivers will press a distinct key on the GFI to account for curtesy ride. Would allow MST to gather data related to the number of trips provided without fare. Additionally, it would provide minimal disruption to operational services. Finally, it would eliminate fare disputes and potential assaults.

Note: WVPP annual training is being provided for all staff on an annual basis. Training includes defining workplace violence, recognizing warning signs of potentially violent

behavior, identifying security measures that reduce the risk of workplace violence incidents, de-escalation strategies for interacting with different, difficult, and dangerous people, value of reporting workplace violence, and importance of recovering from workplace violence.

7. Safety committee members reviewed and discussed the Public Transit Agency Safety Plan (PTASP). The committee recommended changes/updates to the contracted service operator information on page 1 of PTASP. Additionally, recommendations were made to update the performance target charts on pages 4-8. **To be completed by Jarred, Risk & Security Manager.**

8. Revisited previous safety concerns from January 2025 meeting. Found those items 8. b. through e. need to be revisited. **Daniel and Vince are on-going working with the city of Salinas to remedy potholes and tree removal. The city stated they are planned repairs in a capital improvement project slated for the end of 2025, beginning of 2026.**

9. Safety concerns –

- a. Trolley inbound on Pacific Street at Franklyn Street, intersection controlled left light duration is too short. Causes Trolley to inadvertently commit to left turn when through traffic on Pacific is on-coming. **Suggested working with the City of Monterey to add more time to the left turn arrow. Assigned to Vince and Daniel.**
- b. Trolley outbound on Foam Street at Reeside Street, intersection controlled light duration is too short. Causes Trolley to inadvertently commit to right turn when cross traffic on Reeside is on-coming towards Lighthouse, opens to multiple lanes. **Suggested working with the City of Monterey to add more time to Foam Street thoroughfare. Assigned to Vince and Daniel.**
- c. Line 20 eastbound on Del Monte Blvd at Casa Verde Street, the bus stop has overgrown tree limbs coming into the right turn lane. Making it difficult to pull-in correctly to the bus stop. **Suggested working with the City of Monterey to cut back overgrown tree limbs. Assigned to Vince and Daniel.**
- d. Jazz A & B Outbound on Fremont nearside Playa has overgrown tree limbs. **Suggested working with the City of Seaside to cut back overgrown tree limbs. Assigned to Vince and Daniel.**
- e. Line 18 Outbound on Gigling Road between General Jim Moore and Noumea has faded limit lines and Stop warnings on the ground. Motorists often to not obey the stop signs near PX. **Suggested working with City of Seaside to repaint limit lines and stop warnings on the ground. Assigned to Vince and Daniel.**
- f. Line 5 at 6th and Mission near fire station, it is hard to maneuver right turn as large fire department equipment parked on both sides of Mission. **Suggested notifying Carmel Fire Department of concern, request relief. Operators call in when turn is unsafe or when road is blocked and unable to make the turn.**
- g. PPE gloves are ripping and do not last long. **MST inventory clerks have previously been made aware of issue. MST determined stock of gloves for housekeeping purposes was accidentally confused with PPE glove stock for**

operators. MST inventory has remedied the concern by ensuring only nitrate gloves are stocked for PPE purposes.

- h. Bus interior passenger monitoring mirrors are loose. ATU representative stated that operators are not writing up the defect. Suggest documenting defects per SOP when interior mirror is loose, can also take a picture of defective mirror via EVIR. Frank Marcos, Fleet Maintenance Manager, will follow up with fleet maintenance department to run interior mirror tightening campaign.
- i. Line 41 and 42 on Salinas at Alisal concerns of cleaning vans commonly parked in the red blocking the left turn lane. Suggested operators reporting vehicles parked in the red to MST center, without delay. Operations supervisors report via online portal to Salinas Police Departments traffic division. Aids City of Salinas in parking enforcement mitigation efforts.
- j. Line 41 and 42 on Williams at Barden concern of vehicles parked on corner making it difficult to pass through. Suggested operators reporting vehicles illegally parked to MST center, without delay. Operations supervisors report via online portal to Salinas Police Departments traffic division. Aids City of Salinas in parking enforcement mitigation efforts.
- k. Line 49 on Russell is concerned with bus stops being blocked by vehicles. Suggested operators reporting vehicles illegally parked to MST center, without delay. Operations supervisors report via online portal to Salinas Police Departments traffic division. Aids City of Salinas in parking enforcement mitigation efforts.
- l. Line 41 and 42 on Garner at Rider concern of vehicles parked in no parking zones making it difficult to maneuver. No parking signs are not working. Suggested operators reporting vehicles illegally parked to MST center, without delay. Operations supervisors report via online portal to Salinas Police Departments traffic division. Aids City of Salinas in parking enforcement mitigation efforts.
- m. Line 49 on Russell second bus stop has large pothole. Suggestion to work with city of Salinas Public works to remedy hazard. Assigned to Vince and Daniel.
- n. Emergency egress roof hatch glass bending and breaking on newer fleet types. Safety and Training put out a memo on 7/29/2025 suspending the requirement to deploy roof hatches on newer fleet types with the glass style egress during pre-trip inspections and to discontinue use of deploying glass roof hatch for ventilation.
- o. Concern of bus versus pedestrian collision at high volume loading zones. Suggestion to add yellow "stay back" and/or "loading zone" painted on the ground at transit hubs and transfer points with high volumes of buses pulling in and out. Risk and Safety team to discuss and follow up with suggestion.

10. On-going efforts for post-accident retraining are as follows.

- a. Operators receive post-accident retraining/counseling session for every preventable collision and non-chargeable preventable collision. Session includes review of accident videos, review of determining factors, and review of standards/laws and regulations when applicable.
- b. Operators involved in two (2) preventable collisions and/or non-chargeable preventable collisions within a rolling 18-month period. Shall receive standard post-accident retraining/counseling session (each occurrence) and follow up revenue service Operator Check Ride (OCR).
- c. Operators involved in three (3) or more preventable collisions and/or non-chargeable preventable collisions within a rolling 18-month period. Shall receive standard post-accident retraining/counseling session (each occurrence), a follow up OCR, and two (2) days in line-instruction with a senior line instructor.
- d. In cases of moderate or severe damage or operator negligence, no matter the frequency of occurrences, operators may be required to return to the scene of the accident to perform on the scene retraining of maneuvers, standards, and procedures out of revenue service prior to returning to revenue service.

11. Next Safety Committee meeting scheduled for November 20, 2025, 9:30-11:30 AM.

Meeting adjourned at 11:36 AM

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