

# Humboldt Transit Authority

## Governing Board of Directors

### AGENDA

Regular Meeting – February 17, 2010

HTA Conference Room – 133 V Street Eureka

9:00 a.m.

1. **Call meeting to order** Page

1. **Approval of minutes**

1. Minutes from the September 16, 2009, November 18,

2009, December 16, 2009 and January 20, 2010 regular

board meetings. 01

Action Necessary: Make corrections, if necessary. Approve minutes.

1. **Citizens Communications**

1. Members of the community are invited to comment on

items or issues not on the agenda.

1. **Consent Agenda**

1. Financial Statement and Ridership Statistics for Humboldt

Transit Authority operations. (Detail sheets in mailed packet) 05

These reports include information for the following transit

and/or paratransit services:

Redwood Transit System

Eureka Transit Service

Willow Creek Extension

'Quail'

Southern Humboldt Intercity Service

Southern Humboldt Local Service

Arcata & Mad River Transit Maintenance Activities

Arcata/McKinleyville Dial-a-Ride

1. **Discussion Agenda** – Items requiring action by the HTA board. Page

**a. Responses to the Fiscal and Compliance Audit. 06**

During the board's regular January 2009 meeting the 2008-09

Fiscal and Compliance Audit was presented to the board. The

board directed staff to prepare the necessary responses to each

entity affected by the audit findings. Those responses are

included in this packet for the board's final review.

Action Necessary: Review staff's responses to the Fiscal and Compliance Audit, if approved direct staff to send those responses

to each entity affected by those findings.

**b. Amend the HTA Salary Manual to add a new staff**

**position. 12**

As staff has mentioned during the past several board meetings, the HTA organization has grown to the point of needing another staff member. Our current number of staff can no longer handle the workloads. In order to add a new staff position the HTA Salary Manual must be amended to include the new position. During the January board meeting staff was directed to take the matter before the Finance & Operations Committee for their review and recommendation and bring it back to the board during the February regular meeting.

Action Necessary: Review, discuss and direct staff. If approved, amend the HTA Salary Manual to include a new staff position.

## **VI. Closed Session**

Pursuant to Government Code Section 54957 to discuss a personnel matter.

## **VII. Communications and Informational Items**

1. Board
2. Staff – PTMISEA Corrective Action Plans

## **VIII. Adjournment**