

Humboldt Transit Authority  
Governing Board of Directors  
**REVISED** AGENDA  
Regular Meeting February 19, 2014  
HTA Conference Room - 133 V Street Eureka  
9:00 a.m.

- I. Call meeting to Order
- II. Roll Call & Introductions
- III. Approval of minutes  
Minutes from the January 15, 2014 regular board meeting Page 01  
**Action Recommended: Make corrections, if necessary.  
Approve minutes.**
- IV. Citizens Communications  
Members of the community are invited to comment on items  
or issues not on the agenda
- V. Consent Calendar
  - a. Federal Transit Administration Section 5311 Grant Funds Page 03  
Staff is recommending submitting an application for 5311 Regional  
Apportionment to purchase capital equipment.  
**Action Recommended: Authorize staff to submit an application  
to Caltrans requesting capital assistance to purchase one or  
more buses depending on available funding by adopting  
Resolution 14-01**
  - b. 5311 (f) Operating application Page 05  
Board approval is required for the submitting of grant  
applications. Staff is requesting submitting an application for  
operating assistance for the Southern Humboldt and Willow Creek  
Intercity Bus Systems  
**Action Recommended: Adopt Resolution 14-03 Authorizing  
Application for FTA Section 5311 (f) Grant Funds and the  
General Manager to Sign the Grant Agreement.**
  - c. 5311 (f) Capital Application replacement Page 07  
Board approval is required for the submitting of grant  
applications. Staff is requesting submitting an application to  
purchase one (1) 32 foot, 29 passenger, diesel replacement  
vehicle.  
**Action Recommended: Adopt Resolution 14-04 Authorizing  
Application for FTA Section 5311 (f) Grant Funds and the  
General Manager to Sign the Grant Agreement.**
- VI. Items removed from the Consent Calendar

VII. Action Items

a. 2012/2013 Fiscal & Compliance Audit

Page 09

Pursuant to the Transportation Development Act Section 99260; the California Administrative Code; and, the rules and regulations of the Humboldt County Association of Governments, the Humboldt Transit Authority is audited on an annual basis to determine compliance with the same. The audit is conducted in accordance with *Government Auditing Standards* issued by the Controller General of the United States and the provisions of *Office of Management and Budget Circular A-128, Audits of State and Local Government* to obtain reasonable assurance about whether the financial statements are free of material misstatement. A representative from the firm Anderson, Lucas, Somerville, & Borges will be present at this meeting to review the audit and answer any questions from board members or the public.

~Audit Enclosed

***Action Recommended: Receive, review, discuss and direct staff prepare the necessary responses.***

b. Humboldt Transit Authority Representative for CSAC Excess Insurance Authority (CSAC EIA)

Page 21

At last months meeting the HTA Board joined the CSAC EIA consortium in order to receive a quote for workers compensation. **A representative from George Peterson Insurance will provide the board a quote.** HTA is currently with Companion Property & Casualty. **The board will review the quoted insurance rates and make a decision.** If HTA decides to join the CSAC insurance pool, a board resolution is required to delegate authority to the HTA General Manager for the CSAC EIA, which are required to have a designated representative.

***Action Recommended: Review quotes and decide whether to bind compensation insurance with CSAC EIA. If HTA decides to join the CSAC EIA insurance pool, Resolution 14-02 Authorizing the appointment of General Manager Greg Pratt, as Humboldt Transit Authority's representative will need to be adopted.***

c. Southern Humboldt Local System

Page 23

Supervisor Fennel requested the Southern Humboldt Local Deviated System be placed on the agenda to discuss possible changes to the current route.

Discuss FTA findings with the deviated fixed route.

***Action Recommended: Review, discuss, and direct staff***

VIII. Discussion Items

a. December 2013 statements for all systems operated by HTA  
December 2013 statistics for all systems operated by HTA

Enclosed

IX. Communications

- a. Board
- b. Staff

X. Adjournment

TO: Chair Atkins  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: February 19, 2014

SUBJECT: Humboldt Transit Authority Representative for CSAC  
Excess Insurance Authority (CSAC EIA)

Due to the increasing costs of worker compensation insurance HTA has been looking for premium quotes from coverage providers outside the currently available private sector providers. At the March 16, 2011 meeting the HTA board directed staff to revisit joining CSAC EIA and bring it back at a later date.

At the January 15, 2014 Regular HTA meeting the board became a member of the CSAC EIA. The CSAC Excess Insurance Authority (EIA) is a member directed insurance risk sharing pool that was established over 35 years ago.

Recently HTA received a quote for workers compensation form CSAC EIA in the amount \$182,326. Staying with Companion Property & Casualty will cost HTA an estimated \$248,641 for worker compensation insurance. A representative from George Peterson Insurance will provide the board a quote.

If the HTA Board decides to join the CSAC EIA worker compensation pool, a Board Resolution is required to delegate to the General Manager to act on the Authority's behalf.

***Action Recommended: Review quotes and decide whether to bind compensation insurance with CSAC EIA. If HTA decides to join the CSAC EIA insurance pool, Resolution 14-02 Authorizing the appointment of General Manager Greg Pratt, as Humboldt Transit Authority's representative will need to be adopted.***