Wednesday, January 23, 2019

A. Call Meeting To Order

B. Roll Call & Introductions

C. Community Members Communication
   Members of the community are invited to comment on items or issues not on the agenda.

D. Special Presentations
   1. Representatives from DANCO will give the Board a presentation on their project Summary Enclosed in Samoa.

E. Consent Calendar
   By motion, recommend the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the consent calendar upon request and will be heard separately.
   1. Minutes from the October 24, 2018 Regular Board Meeting
      Action Recommended: Approve minutes
   2. October/November 2018 statistics and financial statements for all systems operated by HTA Handout
      Action Recommended: Receive and file

F. Items Removed from Consent Calendar
G. New Business
   1. Humboldt Transit Authority’s American with Disabilities (ADA) Plan
      The Americans with Disabilities Act (ADA) of 1990 requires that public entities that
      operate fixed-route transportation services also provide complementary paratransit
      services for individuals whose disabilities make them unable to use the fixed route.
      Finally, those entities are required to prepare and adopt an ADA Complementary
      Paratransit Plan to document its compliance with these and other paratransit
      regulatory provisions. Since HTA took over ETS, an updated plan was necessary to be in
      compliance.
      ~HTA’s ADA plan enclosed
      
      Action Recommended: Approve the Humboldt Transit Authority’s Americans with
      Disabilities Plan by adopting Resolution 19-01.

   2. Election of Officers
      At the beginning of the year, new officers are elected to the Following positions:
      Chair, Vice-Chair, and Finance & Operations Committee.
      The HTA Chair also serves on the Policy Advisory Committee for HCAOG.
      Current Positions:
      Chair: Councilmember Arroyo, Vice Chair: Councilmember Pitino
      Finance & Operations Committee – Bohn, Wilson, Trent

H. Old Business

I. Board Reports

J. Department Reports
   1. Old Arcata Road
   2. W Street

K. Closed Session

L. Adjournment

_Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting._

_Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión._
ROLL CALL

PRESENT
Board Members
Natalie Arroyo, City of Eureka
Paul Pitino, City of Arcata
Rex Bohn, County of Humboldt
Tami Trent, City of Fortuna
Steve Ladwig, City of Trinidad
Mike Wilson, County of Humboldt

Staff
Greg Pratt, General Manager
Brenda Fregoso, Secretary to the Board
Alene Webb, Finance Manager
Consuelo Espinosa, ADA & Safety Coordinator
Brian Connors, Operations Manager

Absent
Tim Marks, City of Rio Dell

Also, in attendance were: Nancy Diamond, HTA Legal Counsel; Catherine Sundquist, CAE Transport, Inc.; Philip Johnson, HCAOG; Charlotte Merkel, Humboldt County, Public Works; Emily Sinkhorn, Deputy Director, Natural Resources Services Division, Redwood Community Action Agency.

CALL TO ORDER
Chairperson Arroyo called the meeting to order at 9:03 a.m. Introductions were made.

COMMUNITY MEMBERS COMMUNICATION
None

SPECIAL PRESENTATIONS
None

CONSENT CALENDAR
By motion, recommended the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the Consent Calendar upon request and will be heard separately.
Motion by Supervisor Wilson, second by Councilmember Pitino to approve the Consent Calendar.
Motion carries unanimously

1. Minutes from the September 26, 2018 Regular Board Meeting
Action Recommended: Approve minutes
2. **August 2018 statistics and financial statements for all systems**  
   *Action Recommended: Receive and file*

3. **Waiver of Potential Adverse Interests with the City of Arcata Concerning Arcata & Mad River Transit System (AMRTS Bus Maintenance and Driver Training Services)**  
   City of Arcata Transit Manager/City Engineer Doby Class expressed interest in HTA assisting AMRTS in training their drivers to obtain a Class B license.  
   *Action Recommended: Approve Waiver of Potential Adverse Interests with the City of Arcata Concerning AMRTS Bus Maintenance and Driver Training Services*

**Items removed from the Consent Calendar**  
None

**NEW BUSINESS**

1. **Eureka Transit Service Line Feasibility Study**  
   Chairperson Arroyo recused herself from the meeting for this agenda item and Vice-Chair Pitino took over the regular board meeting for this agenda item only.  
   Emily Sinkhorn from Redwood Community Action Agency gave a presentation to the board from the Eureka Transit Service Line Feasibility Study.

**OLD BUSINESS**

1. **Old Arcata Road Transportation Service**  
   General Manager Greg Pratt gave the board and update on the progress being made to provide transportation services to the residents on Old Arcata Road.  
   Motion by Supervisor Wilson, second by Councilmember Pitino to receive the Old Arcata Report and proceed with service to Old Arcata Road and revisit this agenda item in three (3) to (4) months.  
   *Motion carries unanimously*

2. **Humboldt Transit Authority Regular Board Meeting Dates**  
   Due to the upcoming holidays, staff requested the availability of its members for the November 28, 2018 and December 26, 2018 meeting dates.  
   Motion Councilmember Ladwig, second by Supervisor Wilson to keep the November 28, 2018 set and cancel the December 26, 2018 as it is an HTA holiday.  
   *Motion carries unanimously*

**Board Reports**  
Chairperson Arroyo gave the board an update of the October 2018 HCOAG meeting

**Department Reports**  
None

**Closed Session:**  
None

Meeting adjourned at 10:20 a.m.
TO: Chair Arroyo  
   All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: January 23, 2019

SUBJECT: Humboldt Transit Authority’s American with Disabilities (ADA) Plan

Federal Transit Administration grantees are required to comply with Title II and Title III of the Americans with Disabilities Act of 1990 which states that no entity will discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of complementary Paratransit service.

The purpose of the ADA Plan is to set policy in accordance with the Federal Transit Administration regulations and the Americans with Disabilities Act, regarding Humboldt Transit Authority Systems to address that services are accessible for individual riders. The ADA Plan and Grievance Procedure may also be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability, policies or the provision of services, activities, programs, or benefits provided by the Humboldt Transit Authority.

Humboldt Transit Authority’s mission is to provide the best methods in transportation that ensure equal access to all public transportation options to enhance citizens mobility, accessibility, and create a sustainable transportation option in Humboldt County through safe, reliable, and courteous transportation to all people without discrimination based on disabilities. The Humboldt Transit Authority herein establishes its Policy to comply with the requirements of the ADA and its implementing regulations at 49 CFR Parts 27, 37 and 38.

Action Recommended: Approve the Humboldt Transit Authority’s Americans with Disabilities Plan by adopting Resolution 19-01.
RESOLUTION NO. 19-01
A RESOLUTION ADOPTING THE HUMBOLDT TRANSIT AUTHORITY’S AMERICANS WITH DISABILITIES ACT (PARATRANSIT) PLAN.

WHEREAS, the Humboldt Transit Authority is a sub-recipient of Federal financial assistance through the California Department of Transportation and the Federal Transit Administration (FTA); and

WHEREAS, Title 49 CFR 37 requires the Humboldt Transit Authority be mandated through the Americans with disabilities Act (ADA) and the FTA to provide paratransit service in areas surrounding three-quarter miles of any fixed route services; and

WHEREAS, the Humboldt Transit Authority amends the ADA Paratransit Plan in order to be in full compliance with all mandates.

WHEREAS, the Authority previously adopted the document Joint Paratransit Plan for Redwood Transit and the City of Eureka (dated January 17, 1996) by Resolution 96-02.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE HUMBOLDT TRANSIT AUTHORITY THAT:

1. The document titled American with Disabilities Act Plan attached hereto as Exhibit “A” and by this reference incorporated herein, is adopted by the Governing Board of the Humboldt Transit Authority and replaces the previous version its entirety.
2. Resolutions 96-02 is hereby repealed. This resolution shall take effect on January 23, 2019.

PASSED, APPROVED AND ADOPTED by Humboldt Transit Authority of Humboldt County, State of California, at a regular meeting of the Governing Board of Directors held on Wednesday, January 23, 2019 by the following vote:

APPROVED:

DATED: _______________________________ _______________________________
Chair of the HTA Governing Board of Directors
ATTEST:

DATED: _______________________________ _______________________________
Secretary to the Board