

MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY

REGULAR BOARD MEETING

September 1, 2021

PRESENT

Board Members

Rex Bohn, County of Humboldt
Mike Wilson, County of Humboldt
Emily Goldstein, City of Arcata
Natalie, Arroyo, City of Eureka

ABSENT

Julie Woodall, City of Rio Dell
Steve Ladwig, City of Trinidad
Tami Trent, City of Fortuna

Staff

Greg Pratt, General Manager
Brenda Fregoso, Secretary to the Board
Brian Connors, Operations Manager
Alene Webb, Finance Manager

Jim Wilson, Director of Maintenance
Consuelo Espinosa, Transit Planner

Also, in attendance was Nancy Diamond; HTA Legal Counsel; Leann Schuetzle, AMRTS; Oona Smith, HCAOG.

CALL TO ORDER

Chairperson Arroyo called the meeting to order at 9:07 a.m.

ROLL CALL

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 Supervisor Bohn to approve the Consent Calendar.

Motion carries unanimously

1. Minutes from the July 7, 2021 Board Meeting

Action Recommended: Approve minutes

2. Consolidated Transportation Services Agency (CATS) Contract

The Humboldt Transit Authority was designated by the Humboldt County Association of Governments (HCAOG) as the CATS for the Region. A draft contract for services is enclosed for Board approval.

Action Recommended: Approve the contract between Humboldt County Association of Governments and the Humboldt Transit Authority for Consolidated Transportation Services in Humboldt County.

3. PG&E's Electric Vehicle Fleet Program

The original agreement signed by the HTA Board in October 2019, requires an easement be executed by the Humboldt Transit Authority allowing PG&E to access and maintain their equipment up to the meter. Work is scheduled to begin in late September 2021.

Action Recommended: Adopt Resolution 21-12 authorizing the General Manager to execute an Electric Vehicle Charging Network Easement for Pacific Gas and Electric "PG&E" at 133 V Street, Eureka, CA as part of PG&E's EV Fleet Electrification Program.

4. Memorandum of understanding between Humboldt Transit Authority (HTA) and American Federation of State, County, and Municipal Employees (AFSCME) for July 1, 2021 – June 30, 2024

The employee's contract between HTA and the Union, AFSCME expired on June 30, 2021. Staff is recommending extending the contract with certain amendments agreed upon during the negotiation process.

~ MOU Draft enclosed

Action Recommended: Approve changes to the contract to the July 1, 2021 – June 30, 2024 Memorandum of Understanding between Humboldt Transit Authority and the American Federation of State, Municipal and County Employees by adopting Resolution 21-10.

5. Amendments to the Salary Schedule and Personnel Policy Manual for Unrepresented Employees

Staff is proposing changes to the Salary Schedule for unrepresented employees. All changes require board authorization for approval.

Action Recommended: Approve Amendment to the Humboldt Transit Authority's Salary Schedule for Unrepresented Employees by Adopting Resolution 12-11.

6. Bus Shelter Maintenance & Repair

The current contract for cleaning transit shelters that HTA buses service is set to expire this month. Staff is requesting the board extend the present contract to another three-year term.

Action Recommended: Approve the contract between the Humboldt Transit Authority and Redwood Teen Challenge for Bus Shelter Cleaning and authorize the General Manager to execute the agreement.

Items removed from the Consent Calendar

None

REPORTS

None

NEW BUSINESS

1. Responses to the 2019-20 Fiscal and Compliance Audit

Staff prepared responses to the finding from the 2020-21 Fiscal and Compliance Audit.

General Manager Greg Pratt explained the typo where the agenda reads 2017-18 Fiscal and Compliance Audit and should be 2020-21 Fiscal and Compliance Audit and also on page 35, reads \$80,347 and should be \$86,347 for Capital expenditures for the Intercity system.

Motion by Supervisor Wilson, second by Supervisor Bohn to approve the 2020-2021 Fiscal and Compliance Audit and direct staff to prepare the responses as recommended below and authorize the General Manager to notify the affected member entities for this request. Authorize the restriction of funds as follows:

Intercity System: Restrict \$86,347 for Capital Purchases.

Motion carries unanimously

BOARD COMMUNICATIONS

Supervisor Wilson addressed the Board with SB 742 Bill and its history and what to expect moving forward. Councilmember Arroyo inquired about the new HTA \$50 Bus Pass. General Manager Greg Pratt announced staff will have more information as well as stats next board meeting.

STAFF COMMUNICATIONS

General Manager, Greg Pratt announced HTA is working with New Flyer to bring a Hydro bus to Eureka on September 9, 2021 on a flatbed truck for a demo and invited all board members as well as members of the community.

ADJOURNMENT

Meeting adjourned at 9:25 a.m.