

Board of Directors
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City of Rio Dell

HTA Board Staff
GREG PRATT
General Manager
CONSUELO ESPINOSA
Secretary to the Board



Humboldt Transit Authority
Governing Board of Directors
HTA Conference Room - 133 V Street Eureka
AGENDA

Public Participation In-person or Teleconference
Microsoft Teams meeting
Join on your computer, mobile app or room device
[Click here to join the meeting](#)
Meeting ID: 296 507 857 071
Passcode: Z9YEfy
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Monday, August 21, 2023

9:00 AM

Special Board Meeting

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

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. Side Letter Agreement Between Humboldt Transit Authority (HTA) and American Federation of State, County and Municipal Employees (AFSCME), AFL-CIO.

HTA and AFSCME have negotiated in good faith for a wage increase for Drivers, Extraboard Drivers, and Vehicle Service Workers.

~Proposed wage scale attached.

Action Recommended: Approve the Side Letter Agreement Between AFSCME and HTA and Authorize the General Manager to Sign the Agreement.

Staff: Greg Pratt

2. Federal Transit Administration Title VI of Civil Rights Act of 1964

The Federal Transit Administration is requiring agencies to update their Title VI plan every three years. Caltrans recently approved the draft plan submitted by staff and needs board approval for final submission. ~Title VI Plan Enclosed

Action Recommended: Approve the updated Humboldt Transit Authority Title VI Plan by Adopting Resolution 23-12

Staff: Greg Pratt

F. **Items Removed from Consent Calendar**

G. Board Communications

H. Staff Communications

I. Closed Session: None

J. 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.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: August 21, 2023

SUBJECT: Side Letter Agreement Between Humboldt Transit Authority (HTA) and American Federation of State, County and Municipal Employees (AFSCME), AFL-CIO.

In September 2021, HTA and AFSCME successfully negotiated a contract through the 2023/24 fiscal year. In an effort to recruit and retain Drivers and Vehicle Service Workers the HTA Governing Board of Directors proposed an increase in both classes.

HTA and AFSCME have met and conferred in good faith regarding base wage adjustments for the following Authority job classifications:

- Base wages for Driver, Extraboard Driver and Vehicle Service Worker will increase by \$2.50 per hour at Step E with 5.0% between steps maintained between Steps A and H.
- Base wages for Extraboard Driver (part-time) will be increased to match base wages for full-time Driver and full-time Extraboard Driver.
- Base wages for Vehicle Service Worker (part-time) will be increased to match base wages for full-time Vehicle Service Worker.

Side Letter and updated wage scale attached.

Action Recommended: Approve the Side Letter Agreement Between AFSCME and HTA and Authorize the General Manager to Sign the Agreement.

Humboldt Transit Authority and Local 1684,
American Federation of State, County and Municipal Employees, AFL-CIO
Side Letter of Agreement

The Humboldt Transit Authority (Authority) and American Federation of State, County and Municipal Employees, Local 1684 (Union) have met and conferred in good faith regarding base wage adjustments for the following Authority job classifications:


- Driver
- Extraboard Driver
- Extraboard Driver (part-time)
- Vehicle Service Worker
- Vehicle Service Worker (part-time)

The Parties have agreed to the following:

- 1) Base wages for Driver, Extraboard Driver and Vehicle Service Worker will increase by \$2.50 per hour at Step E with 5.0% between steps maintained between Steps A and H.
- 2) Base wages for Extraboard Driver (part-time) will be increased to match base wages for full-time Driver and full-time Extraboard Driver.
- 3) Base wages for Vehicle Service Worker (part-time) will be increased to match base wages for full-time Vehicle Service Worker.

The attached, updated base wage scale for the Union's bargaining unit contains the new base wages for the five job classifications discussed in this side letter. The updated wage scale will go into effect the first full pay period following adoption by the Authority's Board of Directors.

This side letter constitutes the Parties' complete agreement regarding the base wage adjustments for the five classifications addressed in the letter. No additional changes to the MOU will occur as a result of this side letter.

For the Union: 

Drew Redden

For the Authority: _____

Greg Pratt

Date: 8/13/23

Date: _____

Position	Current					Longevity			
	A	B	C	D	E	F	G	H	
Shop Supervisor	31.16	32.73	34.37	36.08	37.88	39.78	41.76	43.85	
QC Supervisor	25.80	27.09	28.44	29.86	31.36	32.93	34.58	36.31	
Lead Mechanic	28.99	30.44	31.96	33.56	35.24	37.00	38.85	40.79	
Senior Mechanic	27.77	29.15	30.61	32.14	33.74	35.43	37.20	39.06	
Equipment Mechanic	25.80	27.09	28.44	29.86	31.36	32.93	34.58	36.31	
Equipment Technician I	20.42	21.44	22.51	23.64	24.82	26.06	27.36	28.73	
Equipment Technician II	23.21	24.37	25.59	26.87	28.21	29.62	31.11	32.66	
Vehicle Service Worker	18.45	19.36	20.34	21.35	22.42	23.55	24.73	25.96	
Vehicle Service Worker (P/T)	17.28	18.14	19.05	20.00	21.00	22.05	23.15	24.31	
Cleaner/Janitor	17.46	18.34	19.25	20.22	21.23	22.29	23.41	24.58	
Cleaner/Janitor (part-time)	16.35	17.17	18.03	18.94	19.89	20.88	21.93	23.02	
Driver Trainer	21.80	22.89	24.04	25.24	26.51	27.83	29.22	30.68	
Driver	18.45	19.36	20.34	21.35	22.42	23.55	24.73	25.96	
Extraboard Driver	18.45	19.36	20.34	21.35	22.42	23.55	24.73	25.96	
Extraboard Driver (P/T)	17.28	18.14	19.05	20.00	21.00	22.05	23.15	24.31	

Position	Proposed					Longevity			
	A	B	C	D	E	F	G	H	
Shop Supervisor	31.16	32.73	34.37	36.08	37.88	39.78	41.76	43.85	
QC Supervisor	25.80	27.09	28.44	29.86	31.36	32.93	34.58	36.31	
Lead Mechanic	28.99	30.44	31.96	33.56	35.24	37.00	38.85	40.79	
Senior Mechanic	27.77	29.15	30.61	32.14	33.74	35.43	37.20	39.06	
Equipment Mechanic	25.80	27.09	28.44	29.86	31.36	32.93	34.58	36.31	
Equipment Technician I	20.42	21.44	22.51	23.63	24.82	26.06	27.36	28.73	
Equipment Technician II	23.21	24.37	25.59	26.87	28.21	29.62	31.11	32.66	
Vehicle Service Worker	20.50	21.53	22.61	23.74	24.92	26.17	27.48	28.85	
Vehicle Service Worker (P/T)	20.50	21.53	22.61	23.74	24.92	26.17	27.48	28.85	
Cleaner/Janitor	17.46	18.34	19.25	20.22	21.23	22.29	23.41	24.58	
Cleaner/Janitor (part-time)	16.35	17.17	18.03	18.94	19.89	20.88	21.93	23.02	
Driver Trainer	21.80	22.89	24.04	25.24	26.51	27.83	29.22	30.68	
Driver	20.50	21.53	22.60	23.73	24.92	26.17	27.47	28.85	
Extraboard Driver	20.50	21.53	22.60	23.73	24.92	26.17	27.47	28.85	
Extraboard Driver (P/T)	20.50	21.53	22.60	23.73	24.92	26.17	27.47	28.85	



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TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: August 5, 2020

SUBJECT: Federal Transit Administration Title VI of Civil Rights Act of 1964

Title VI is a section of the Civil Rights Act of 1964 requiring that “No person in the United States shall on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance.” Note that the Title VI does not address gender discrimination. It only covers race, color and national origin. Other Civil Rights laws prohibit gender discrimination.

Consistent with Title VI, DOT's implementing regulations, and Executive Order 13166, Humboldt Transit Authority will take reasonable steps to ensure meaningful access to benefits, services, information and other important transit activities for individuals who are Limited English Proficient (LEP), as well as those individuals who may have limited ability to read, write, or understand English.

Each Title VI Plan submittal is considered new and it includes among all other requirements a Public Participation Plan. Its purpose is to ensure that Humboldt Transit Authority utilizes effective means of providing information and receiving public input on transportation decisions from low income, minority and limited English proficient (LEP) populations, as required by Title VI of the Civil Rights Act of 1964 and its implementing regulations.

As a requirement by the Federal Transit Administration, the Humboldt Transit Authority has updated the Title VI Plan to include all necessary elements. Humboldt Transit Authority certifies compliance with the policies, procedures and plan with regard to the Title VI of the Civil Rights Act of 1964. A draft of the Title VI Plan document was submitted and reviewed by Caltrans in August 2023, where it was determined that it met all the requirements specified in FTA Circular C 4702.1B.

Action Recommended: Approve the updated Humboldt Transit Authority Title VI Plan by Adopting Resolution 23-12.

~Program enclosed

RESOLUTION 23-12

THE BOARD OF DIRECTORS OF THE HUMBOLDT TRANSIT AUTHORITY AUTHORIZES AND APPROVES THE TITLE VI PLAN PURSUANT TO THE CIVIL RIGHTS ACT OF 1964

WHEREAS, the agency desires to comply with Title VI of the Civil Rights Act of 1964, including provisions detailed in the U.S. Department of Transportation’s FTA Circular 4702.1B, “Title VI Requirement and Guidelines for Federal Transit Administration Recipients.”

WHEREAS, Section 601 of the Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

WHEREAS, the Humboldt Transit Authority ensures that the level and quality of public transportation service is provided in a nondiscriminatory manner;

WHEREAS, the Humboldt Transit Authority promotes full and fair participation in public transportation decision-making without regard to race, color, or national origin;

WHEREAS, the Humboldt Transit Authority ensures meaningful access to all transit-related programs and activities by persons with limited English proficiency.

WHEREAS, Humboldt Transit Authority wishes to authorize approval of the Title VI Plan developed by Humboldt Transit Authority staff to comply with necessary provisions.

WHEREAS, Humboldt Transit Authority, a state of California joint powers public entity assures that all of its programs and activities will be free from discrimination, whether those programs are federally funded or not.

WHEREAS, each Title VI Plan must be submitted every three years.

WHEREAS, the 2023 Title VI Plan has been reviewed and approved through the Humboldt Transit Authority Board of Directors.

NOW, THEREFORE BE IT RESOLVED, The Humboldt Transit Authority certifies compliance with the policies, procedures and plans with regard to the Title VI of the Civil Rights Act of 1964 as required and hereby adopts the updated 2023 Title VI Plan.

AND BE IT FURTHER RESOLVED, That the General Manager is authorized to implement components of the plan in order to meet federal requirements and update policies that may be necessary to comply with subsequent revisions or interpretations to the Civil Rights Act of 1964.

PASSED, APPROVED AND ADOPTED this twenty-first day of August 2023, on the following vote:

AYES:

NOES:

ABSENT:

Signed: _____

Chair of the HTA Governing
Board of Directors

Attest: _____

Secretary to the Board