

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA
MINUTES OF BOARD OF DIRECTORS MEETING
JANUARY 9, 2019**

MEMBERS PRESENT: R. Collins, R. Guilbault, K. Matsumoto, D. Pine, J. Powell, P. Ratto, C. Stone (Chair)

MEMBERS ABSENT: C. Groom

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, S. van Hoffen, D. Olmeda, D. Hansel, C. Fromson, M. Ross, S. Murphy, J. Brook, C. Gumpal, D. Seamans

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Charles Stone called the meeting to order at 2:08 pm and requested that Director Ron Collins lead the Pledge of Allegiance.

SWEARING IN

Directors Karyl Matsumoto, Charles Stone, and Ron Collins were sworn in for terms ending 12-31-2022.

ROLL CALL

Assistant District Secretary Cindy Gumpal called the roll. A quorum was present.

CONSENT CALENDAR

- Approval of Minutes of the Board of Directors Meeting of December 5, 2018
- Acceptance of Statement of Revenues and Expenses for November 2018

Motion/Second: Ratto/Guilbault

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

REPORT OF THE CHAIR

Report of the Nominating Committee for Coastside Public Member and Appointment of Public Member – Coastside

Chair Stone announced the appointment of Marina Fraser as the new Public Member representing the Coastside. Director Fraser expressed her thanks to the Board for selecting her to represent the Coastside.

Motion/Second: Stone/Pine

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

Appointment of Representative to the San Mateo County Transportation Authority

Chair Stone nominated Director Matsumoto to represent SamTrans on the TA Board.

Motion/Second: Collins/Guilbault

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

REPORT OF THE NOMINATING COMMITTEE

Election of Board Officers for 2019

Director Rose Guilbault said that the nominating committee, consisting of herself, Director Josh Powell, and former Director Jeff Gee, had selected individual nominees: Director Carole Groom as Chair and Director Matsumoto as Vice Chair.

Motion/Second: Guilbault/Powell

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

Vice Chair Matsumoto noted the absence of Chair Groom and asked Director Stone to chair the rest of the meeting.

REPORT OF THE GENERAL MANAGER/CEO

Jim Hartnett, General Manager/CEO, introduced Dora Seamans as the new District Secretary/Executive Officer. He thanked Ms. Gumpal for her extended time as Acting District Secretary.

Mr. Hartnett commended Ana Rivas, Superintendent, Bus Transportation, and staff for their work on the Holiday Bus program

He said the Measure W funds will be collected beginning July 2, 2019 and made available to the District soon thereafter.

He said that the Measure W Campaign Committee, a committee made up of private citizens, was donating surplus funds to the San Mateo County Superior Court Veteran's Treatment Court for the purchase of Clipper cards for veterans to use for traveling to and from appointments.

He announced that SamTrans had been bestowed the Cornerstone Award by the Redwood City - San Mateo County Chamber of Commerce.

He said that the District planned on having a Board retreat in March where financial projections and utilization of Measure W would be among the topics of discussion.

Director Dave Pine inquired about the driver vacancy rate. David Olmeda, Chief Operating Officer, Bus, discussed the District's operator recruitment and training efforts.

BOARD MEMBER REQUESTS/COMMENTS

None.

RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 2:37 pm.

RECONVENE BOARD OF DIRECTORS MEETING

Chair Stone reconvened the Board meeting at 4:09 pm.

MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE*

Director Ratto led the Board in voting on the following items:

MOTION:

- Appointment of Iris Chan and Mary Adler, Representing Bus Riders, to the Citizens Advisory Committee

Motion/Second: Ratto/Stone

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

SUBJECTS DISCUSSED:

- Accessibility Update
- Paratransit Coordinating Council Update
- Citizens Advisory Committee Update
- Multimodal Ridership Report – November 2018

MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE / COMMITTEE OF THE WHOLE*

Director Matsumoto led the Board in voting on the following items:

RESOLUTIONS:

- Award of Contracts for On-Call Program Management Oversight Services – Approved by Resolution No. 2019-1
- Award of Contract For Underground Storage Tank Maintenance – Approved by Resolution No. 2019-2
- Amendment and Consolidation of Policies Establishing Settlement Authority for General Liability, Employment, and Workers' Compensation Claims – Approved by Resolution No. 2019-3

Motion/Second: Matsumoto/Collins

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE / COMMITTEE OF THE WHOLE*

Director Powell led the Board in voting on the following item:

RESOLUTION:

- Adoption of SamTrans Fare Policy – Approved by Resolution No. 2019-4

Motion/Second: Powell/Ratto

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone
Absent: Groom

SUBJECT DISCUSSED:

- UC Davis Paratransit Study Update

MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE*

Director Powell led the Board in voting on the following item:

MOTION:

- Adoption of 2019 Legislative Program

SUBJECT DISCUSSED:

- State and Federal Legislative Update

Chair Stone took the next two items out of order.

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Stone said that Board communications were in the reading file.

DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Stone announced the time and location of the next meeting as Wednesday, February 6, 2019 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

GENERAL COUNSEL REPORT

The Board meeting recessed to closed session at 4:13 pm.

The Board meeting reconvened into open session at 4:50 pm.

Joan Cassman, Legal Counsel, reported out on the two closed session items:

- **Existing Litigation: Audrey Stout v. San Mateo County Transit District**

She said that the Board had approved the final settlement in the amount of \$130,000.

- **General Manager Performance Evaluation and Conference with Labor Negotiator**

She said that the Board was ready to consider a resolution approving the Third Amendment to Jim Hartnett's Employment Agreement, which includes a 3 percent adjustment to his base salary, bringing his total base salary to a total of \$289,483. She said the 3 percent increase is retroactive to April 1, 2018, the time at which the Board concluded Mr. Hartnett's evaluation and determined that he was entitled to that

amount. She said the Board has also approved within the confines of his Employment Agreement – recognizing that he met and surpassed all his goals for the year 2017 through 2018 – performance pay in the amount of \$50,000.

Chair Stone thanked Mr. Hartnett for deferring his salary increase the previous year.

RESOLUTION:

- Approving the Third Amendment to the Employment Agreement with General Manager/CEO Jim Hartnett – Approved by Resolution No. 2019-5

Motion/Second: Matsumoto/Guilbault

Ayes: Collins, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Groom

ADJOURN

The meeting adjourned at 4:54 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6279 or by email to board@samtrans.com.