

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 7, 2020**

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

MEMBERS ABSENT: C. Groom

STAFF PRESENT: C. Mau, J. Cassman, D. Olmeda, G. Martinez, A. Chan, J. Brook,
D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Karyl Matsumoto called the meeting to order at 2:02 pm and led the Pledge of Allegiance.

2. ROLL CALL

Dora Seamans, District Secretary, confirmed that a quorum of the Board was present.

3. CONSENT CALENDAR

a. Approval of Minutes of the Board of Directors Meeting of September 2, 2020

b. Acceptance of Statement of Revenues and Expenses for the Period Ending June 30, 2020

c. Acceptance of Statement of Revenues and Expenses for the Period Ending August 31, 2020

d. Approval of the 2021 Board of Directors Calendar

Motion/Second: Stone/Ratto

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

Noes: None

Absent: Groom

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

5. REPORT OF THE CHAIR

Chair Matsumoto announced that there were two openings on the Board for the public member seats with four-year terms beginning January 2021. She appointed three members of the Board to serve as the public member selection ad hoc committee: Director Charles Stone, representing the San Mateo County City Selection Committee; Director Carole Groom, representing the County Board of Supervisors; and Director Peter Ratto, representing the public.

6. REPORT OF THE GENERAL MANAGER/CEO

Carter Mau, Deputy General Manager/CEO, said that the report of Jim Hartnett, General Manager/CEO, was in the packet. He noted that Mr. Hartnett was not able to attend this meeting due to his attending to other necessary business.

Mr. Mau noted that SamTrans would have a Board workshop on the morning of October 12 to discuss Reimagine SamTrans and the Zero Emissions Bus Rollout Plan.

He noted that it has been six weeks since the August runbook went into effect and that the ridership remained mostly unchanged, adding that the negative impact of restarting fare collection was likely offset by the reestablishment of the additional bus service. He said that ridership dropped off somewhat in the early part of September compared to the same period in 2019 due to the fact that the schools and many businesses have not yet reopened, and unstable air quality due to wildfires. Mr. Mau noted that the ridership rebounded in late September, surpassing the August numbers, as air quality improved and COVID-19 restrictions eased.

Mr. Mau noted that MTC (Metropolitan Transportation Commission) recently approved strategies for implementing Plan Bay Area to comply with the California Environmental Quality Act (CEQA), including working from home to reduce greenhouse gases.

Chair Matsumoto said that many biotech scientific personnel still need to work on site.

7. BOARD MEMBER REQUESTS/COMMENTS

There were no requests or comments.

8. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed to Committee meetings at 2:17 pm.

9. RECONVENE BOARD OF DIRECTORS MEETING

Chair Matsumoto reconvened the Board meeting at 4:27 pm.

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Marina Fraser led the Board in voting on the following item:

MOTION:

- a. Proclamation Designating October as Disabilities Awareness Month

Motion/Second: Stone/Fraser

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

Noes: None

Absent: Groom

Director Fraser reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessible Services Update
- c. Paratransit Coordinating Council Update

- d. Citizens Advisory Committee Update
- e. Multimodal Ridership Report – August 2020
- f. Mobility Management Report – ADA Paratransit

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

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

RESOLUTION:

- a. Authorizing an Amendment to the Contract with Conduent Transport Solutions, Inc., for Software and Hardware Maintenance Support Services to Include Additional Clipper 2.0 Onboard Integration Services and Increase the Total Contract Amount by \$202,911 – *Approved by Resolution No. 2020-40*

Motion/Second: Stone/Powell

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

Noes: None

Absent: Groom

12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

Director Dave Pine reported on the following items:

SUBJECTS DISCUSSED:

- a. San Mateo County Transit District Shuttle Study Update
- b. Regional Means-based Fare Pilot Program

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Ron Collins reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

14. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Matsumoto noted that the correspondence was in the packet (available online).

15. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Matsumoto announced the time and location of the next meeting as Wednesday, November 4, 2020 at 2:00 pm, with teleconference details to be provided prior to the meeting.

16. GENERAL COUNSEL REPORT

Ms. Cassman noted that there would be a special meeting with a closed session following the regular meeting.

17. ADJOURN

The Board meeting adjourned at 4:33 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 650-508-6242 or by email to board@samtrans.com.