

**LONG BEACH TRANSIT
BOARD OF DIRECTORS MEETING
MINUTES**

**MONDAY, FEBRUARY 23, 2015
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 12:30 PM**

Barbara Sullivan George, Chair
Maricela de Rivera, Vice Chair
Sumire Gant, Secretary/Treasurer
April Economides, Director
Victor Irwin, Director



Nancy Pfeffer, Director
Amy Bodek, City Representative
Ara Maloyan, City Representative

President and Chief Executive Officer
Kenneth A. McDonald

Finished Agenda and Draft Minutes

1. Call to Order. Maricela de Rivera
2. Roll Call. Sarah Miller

CITY REPRESENTATIVE:

Amy Bodek, Director of Development Services

ALSO PRESENT:

Kenneth A. McDonald, President and Chief Executive Officer
Debra A. Johnson, Deputy Chief Executive Officer
Vincent C. Ewing, General Counsel
Lisa Patton, Executive Director and Vice President of Finance and Budget
Lee Burner, Executive Director and Vice President of Transit Service Delivery and Planning
LaVerne David, Executive Director and Vice President of Employee and Labor Relations
Rolando Cruz, Executive Director and Vice President of Maintenance and Infrastructure
Patrick Pham, Executive Director and Vice President of Information Technology
Sarah Miller, Board Secretary
Ivette Gonzalez, Office Administrator

Commissioners Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin
Present:

Commissioners Barbara Sullivan George and April Economides
Excused:

3. 15-002TR Recommendation to approve the minutes of the regular board meeting held on January 12, 2015. Maricela de Rivera

A motion was made by Secretary/Treasurer Gant, seconded by Director Irwin, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Excused: 2 - Barbara Sullivan George and April Economides

4. Employee Recognition. LaVerne David

Employees of the Month for January:

Bruce Kong, Maintenance and Infrastructure
Wilfredo Balarosan, Transit Service Delivery and Planning
Debbie Alonzo-Gray, Staff

Employees of the Month for February:

Daniel Fischer, Maintenance and Infrastructure
Enriquetta Alcaraz, Transit Service Delivery and Planning
Jocelyn Alvarez, Staff

Frank Spalding, Maintenance Manager, presented the Maintenance and Infrastructure Employees of the Month for January and February.

Enrique Medina, Superintendent of Transit Service Delivery, presented the Transit Service Delivery and Planning Employees of the Month for January and February.

Dino Smith, Training Manager, presented the Staff Employee of the Month for January.

Duane Zertuche, Safety Officer, presented the Staff Employee of the Month for February.

5. President and CEO Monthly Oral Report. Kenneth McDonald

- o Safety and Service Quality
- o Employee Engagement
- o Customer Experience
- o Community and Industry Focus

Safety and Service Quality

On Sunday, February 8, we implemented our first of three service changes of 2015. The current service adjustments went smoothly. The goals for this service change include:

-Improving on-time performance by adjusting running time where appropriate

-Reducing overcrowding by adding additional trips on some routes that have experienced overcrowding; and

-Increasing bus pull-out, on weekends and holidays, from our LBT2 facility located at 68th Street and Cherry Avenue. In conjunction with the service change we transitioned fully to the Transit Access Pass (TAP), which is the regional, eco-friendly smart card that can easily be used to travel and transfer between Los Angeles County TAP enabled transit systems. Also, on February 8, pennies were no longer accepted in our fareboxes; however, pennies are accepted at the Transit and Visitor Information Center located in the Transit Gallery.

Employee Engagement

-In our effort to continue to foster employee engagement, a two-day course was held on January 13 and 14 on "Project Management for Transit Professionals." The course was offered by the National Transit Institute and was held at our 68th Street facility with over 25 of our staff employees whose responsibilities include planning, managing, and executing all phases of a projects lifecycle. The objective of the course is for staff to know how to build, manage, and execute a project, and understand the tools used for successful project management. Our ultimate goal is to assist our transit professionals on the importance of analyzing, leading, and managing the complexities of transit projects by providing them with the tools to foster their success.

-On January 27, we kicked off the 2015 SMART program which is State Mandated Annual Refresher Training for Operators.

The State of California requires that Operators have an annual verification of transit training and we have enhanced the program by providing our Operators with information and updates pertaining to the Company's priorities, goals and objectives. This year's program includes a media relations orientation, updates on Service Delivery and Planning such as on-time

performance and scheduling changes plus an opportunity to engage and dialogue with our executive leadership. Information on TAP and fares are provided as well as a presentation from the Long Beach Police Officers on our transit security enforcement detail. Safety information relating to accident prevention and emergency management are included in each day long session.

-On Monday, February 2, we held our first quarterly Joint Labor Management meeting with the leadership of the Amalgamated Transit Union who represent our Operators, Mechanics, Custodians and Utility Workers.

The President of Local 1277, James Lindsay, and four of his team members participated along with four members of LBT executive team and me. The purpose of these quarterly meetings is to foster a cooperative working relationship amongst our respective leadership teams and create open dialogue, which, in turn, will enhance our ability to successfully work together for the betterment of Long Beach Transit.

Customer Experience

-Under our priority of enhancing the Customer Experience, on Friday, January 23, Long Beach Police Chief Robert Luna, Deputy Chief Richard Rocchi and Sergeant David Marander joined our Deputy CEO, our Executive Director/Vice President of Transit Service Delivery and Planning, and I rode buses along the Anaheim corridor and down to the Transit Gallery.

The purpose of our inter-agency ride along was to interface with customers and talk with them about their experience, their perception of security and our overall service delivery. This ride along allowed us to collaborate first-hand while riding buses in our service area and to discuss how best to improve the safety and security of our service and at our stops.

-Long Beach Transit Community Relations staff was out in the community engaging with our customers to promote our transit services and provide route and schedule information, as well as give updated information on our Service Change, the TAP transition and the fare modification policy of no pennies on board buses. Events included:

The 27th Annual Martin Luther King, Jr. Peace & Unity Parade and Celebration on Saturday, January 17

Visiting California State University, Long Beach on Tuesday, January 20 through Thursday, January 22

Going to both Long Beach City College campuses the week of February 2; and

Providing additional opportunities in January to sign up senior citizens for TAP

Community and Industry Focus

In an effort to strengthen our focus on the community we serve and the transportation industry:

-On January 13, I attended Mayor Garcia's State of the City address at which the Mayor presented his vision for Long Beach during the course of his term. Long Beach Transit had an informational booth set-up at the State of the City event. LBT Representatives engaged with many attendees and residents and distributed information regarding our bus routes and TAP.

-On Thursday, February 5, the City of Long Beach's Public Information staff convened a meeting for all City Departments and key agencies responsible for Communications for their respective organizations. This meeting will recur on a monthly basis to facilitate coordination, collaboration and information sharing and continuous cooperation amongst the City with the goal of enhancing information dissemination. Kevin Lee, our Marketing and Customer Services Manager, represented LBT.

-Finally, APTA, the American Public Transportation Association, is calling on all of its members to participate in a National Infrastructure Day on April 9 called Stand Up for 4 Transportation. The focus of this effort is to call attention to the need for a federal long-term surface transportation bill that authorizes increased spending on the nation's surface transportation infrastructure. Long Beach Transit is committed to this effort and is currently planning a media event for Thursday, April 9. An email was sent to each board member on Friday, February 13 asking you to "save the date." I will keep you updated on our plans as they develop.

6. 15-013TR January 2015 Financial Report. Lisa Patton

INFORMATION ITEM

Lisa Patton, Executive Director and Vice President of Finance and Budget, presented the report.

Vice Chair DeRivera asked about the reasons for the current decreased ridership reflected in the report.

Lisa Patton answered that there are several factors impacting ridership. Largest amongst them is the impact of fuel prices. This is a topic that is often discussed and debated by those in the industry.

Vice Chair de Rivera asked when we may debate and discuss the factors.

Lisa Patton answered that the topic is constantly discussed and debated. She was uncertain that there is universal agreement within the industry as to the cause of decreased ridership.

Debra Johnson noted that nationwide ridership is effected by inclement weather conditions; however, in California, the drier weather may lead to customers using alternative modes of transportation, for instance walking or bike riding. She mentioned that Kevin Lee, LBT Manager of Marketing and Customer Services, is currently at an APTA conference and sent an email noting that the current 2014 transit ridership is at 10.7 billion nationwide. This is the highest it has been since 1954. LBT is constantly working with our trade association to discern what is happening nationwide.

Vice Chair de Rivera asked if ridership is increasing nationwide, but decreasing regionally.

Debra Johnson clarified that though there are decreases, overall transit ridership is increasing, but there continues to be ebbs and flows potentially related to gas prices and weather.

7. 15-012TR Fiscal Year 2015 Second Quarter Investment Report. Lisa Patton

INFORMATION ITEM

Lisa Patton, Executive Director and Vice President of Finance and Budget, presented the report.

There were no questions on this item.

8. 15-004TR Recommendation to authorize the President and CEO to enter into a contract with New Flyer Industries Inc. for an ultra-capacitor reconditioning program at an estimated, not-to-exceed cost of \$2,491,427. Rolando Cruz

There were no question on this item.

A motion was made by Director Irwin, seconded by Secretary/Treasurer Gant, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

9. 15-005TR Recommendation to authorize the President and CEO to enter into a contract with Trapeze Software Group to replace the Wireless Local Area Network (WLAN) and upgrade mobile hardware on 103 fixed-route buses at the LBT1-Anaheim Street facility for a total amount not to exceed \$1,235,178. Patrick Pham

Vice Chair de Rivera asked what the cost savings will be now that LBT will be using this system at the two facilities.

Patrick Pham replied that an exact number is not currently available, however, the system will be more efficient. The information flow between the bus and the computer system will be greatly improved. It will also help by reducing the manual labor required when downloading data.

Vice Chair de Rivera asked if there will be an improvement in on-time performance.

Kenneth McDonald referenced an e-mail sent to the Board on February 19 regarding a bus operating system impacting LBT's fare technology system. This was an unexpected failure of the Trapeze equipment. He stated that keeping the old system would inevitably be more costly and the proposed system will provide more reliable information. As of now the LBT systems are failing. 50 of the 100 buses have been upgraded with a temporary board through Trapeze because of failures.

Rolando Cruz added that the technology is over 20 years old and parts are not readily available and they cannot be purchased. If the system is not replaced, LBT will end up with obsolete equipment.

Vice Chair de Rivera asked if the 50 buses that were upgraded as part of the recent fix will cost LBT an additional amount.

Kenneth McDonald replied that Trapeze is taking it out of their expenses. LBT's only expense is the labor needed to install replacements.

A motion was made by Director Pfeffer, seconded by Director Irwin, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

- 10. 15-006TR** Recommendation to adopt a resolution authorizing the President and CEO to file the Certifications and Assurances and execute all documents for the Fiscal Year 2014-15 state Low Carbon Transit Operations Program. Debra Johnson

Debra Johnson, Deputy CEO, provided the staff report.

Joe Ribakoff, a member of the public, expressed criticism of LBT's legislative agenda, stating that it illustrated a lack of leadership. He stated that transportation is the single largest source of greenhouse gas in California and that LBT should strive to aggressively address this issue.

Secretary/Treasurer Gant asked Ms. Johnson if the Low Carbon Transit Operation's program is a formula based allocation.

Debra Johnson replied, yes.

Secretary/Treasurer Gant commented that the amount seemed low, and further asked if the only option is to receive it or not.

Debra Johnson affirmed that the amount is minimal. She further stated that LBT will have to apply for the programs in which we would qualify. The money is allocated, what is being asked of the Board is to agree to apply for the funds.

Secretary/Treasurer asked what the programs could be?

Debra Johnson stated that the programs can include, but are not limited to, the following: programs to increase transit ridership, bus and rail capital, operating and maintenance assistance, and, reduction of greenhouse gas emissions. She further noted that 50 percent of the funding must be spent on products and services that benefit disadvantaged communities and are consistent with adopted transit policies.

Director Pfeffer stated that in future years she believes there will be more funding in this program.

Vice Chair de Rivera asked how the extension project for Route 1 was selected for this funding opportunity.

Debra Johnson answered that the extension program for Route 1 meets the guidelines established. Also, LBT can use this as a model going forward when increasing ridership and serving disadvantaged communities.

Secretary Treasurer de Rivera asked how this effects the route--will it run longer

or have more frequencies?

Debra Johnson answered that LBT would extend the route to go deeper into Carson. LBT currently services a portion of Carson and this would extend farther into the city and to California State University Dominguez Hills. This extension would be brought to the Board for approval.

Vice Chair de Rivera clarified that the route does not currently extend that far.

Debra Johnson confirmed this.

A motion was made by Director Irwin, seconded by Secretary/Treasurer Gant, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

11. 15-010TR

Recommendation to adopt the updated Long Beach Transit Drug and Alcohol Policy dated February 2015. LaVerne David

Director Pfeffer asked for clarification on the interaction between two separate sections of the policy.

LaVerne David answered that one section pertains to all employees and the other pertains to safety sensitive employees.

A motion was made by Director Pfeffer, seconded by Secretary/Treasurer Gant, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

12. 15-011TR

Recommendation to authorize the President and CEO to amend the contract with Goodyear Tire and Rubber Company to cover the remaining life of the existing tires at an additional cost not to exceed \$100,000. Rolando Cruz

Secretary/Treasurer Gant asked if it is a standard policy to lease tires instead of purchasing them.

Rolando Cruz answered that it is an industry standard and a good way of sharing the risk of managing tires.

Secretary Gant commented that a 25 percent contingency is high.

Rolando Cruz answered that staff does not want to come back to the Board in case it takes longer than six months to get rid of the tires.

Kenneth McDonald stated that before any contingency money is spent, the CEO has to approve it. If the money has to be spent, the Board will be informed.

Vice Chair de Rivera asked why LBT is not continuing with the Goodyear tires and opting for Michelin instead?

Rolando Cruz answered that both are great tires, however, the Michelin tires are less expensive overall.

A motion was made by Director Irwin, seconded by Secretary/Treasurer Gant, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

13. Public Comments.

Any member of the public may approach the lectern and, upon recognition by the Chairperson, state his or her name and address for the record and proceed to address the Board on any item within the subject matter jurisdiction of the Board, provided that no action may be taken on off agenda items unless authorized by law. Comments shall be limited to three (3) minutes, unless different time limits are set by the Chairperson, subject to the approval of the Board.

There were no comments from the public.

14. Board Requests.

Vice Chair de Rivera requested an update on the reduction of stops on routes 111 and 112, and if there are other routes in the city that will also have a reduction in stops.

Debra Johnson clarified that Vice Chair de Rivera was referring to the Broadway Bus Stop Removal Pilot Project.

15. 15-007TR Adjourn. The next regular meeting will be held on March 23, 2015.
Maricela de Rivera.

A motion was made by Director Irwin, seconded by Secretary/Treasurer Gant, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Maricela de Rivera, Sumire Gant, Nancy Pfeffer and Victor Irwin

Absent: 2 - Barbara Sullivan George and April Economides

Note:

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If special accommodation is desired please call the City Clerk Department 48 hours* prior to the meeting at 570 6101.

(*The City Clerk's office is closed on weekends. To assure proper accommodations, please call by 4:30 p.m. on the Friday prior to the meeting.)

(Telecommunication Device for the Deaf please call 570 6626. Inquire at the City Council Chamber Audio Visual Room for Assistive Listening Device.)

Long Beach Public Transportation Company, a.k.a. Long Beach Transit, is an entity which is separate and distinct from the City of Long Beach.