

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

**MONDAY, APRIL 23, 2018  
333 W. OCEAN BOULEVARD  
COUNCIL CHAMBER, 12:00 PM**

Sumire Gant, Chair  
Colleen Bentley, Vice Chair  
Maricela de Rivera, Secretary/Treasurer  
Adam Carrillo, Director  
Michael Clemson, Director



Mary Zendejas, Director  
Eric Widstrand, City Representative  
Lea Eriksen, City Representative

Kenneth A. McDonald,  
President and Chief Executive Officer

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**REGULAR MEETING - NOON**

1. Call to Order. (Sumire Gant)

Chair Gant called the meeting to order at noon.

2. Roll Call. (Ivette Dubois)

**Commissioners** Adam Carrillo, Michael Clemson, Maricela de Rivera, Colleen  
**Present:** Bentley and Sumire Gant

**Commissioners** Mary Zendejas  
**Absent:**

3. 18-028TR Recommendation to approve the minutes of the regular session meeting held on March 26, 2018. (Sumire Gant)

**A motion was made by Director de Rivera, seconded by Vice Chair Bentley, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Adam Carrillo, Michael Clemson, Maricela de Rivera,  
Colleen Bentley and Sumire Gant

**Absent:** 1 - Mary Zendejas

4. Employee Recognition. (LaVerne David)

Employees of the Month for April 2018:

Sopheadevyn Chum, Transit Service Delivery and Planning  
Ricardo Federico, Maintenance and Infrastructure  
Jennifer Saatjian, Staff

INFORMATION ITEM

LaVerne David, Executive Director/VP, Employee and Labor Relations, presented the Employees of the Month (EOM) for April 2018.

Ricardo Frederico, Maintenance and Infrastructure EOM, was presented by Claudio Molina, Manager, Infrastructure.

Jennifer Saatjian, Staff EOM, was presented by Ashley Liang, Treasurer.

Ms. David acknowledged Sopheadevyn Chum, Transit Service Delivery and Planning EOM, who was not present.

Second Roll Call 12:03 p.m.

**Commissioners** Adam Carrillo, Michael Clemson, Maricela de Rivera, Mary  
**Present:** Zendejas, Colleen Bentley and Sumire Gant

5. Public Comment.

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

Richard Castle, a member of the public, addressed his concerns regarding the anticipated construction on Broadway Avenue taking place May through November 2018. He stated he believed the construction would cause Long Beach Transit (LBT) issues with its scheduled bus routes.

Mr. Castle also stated that LBT customers were not following the agency's Code of Conduct. He added that he experienced issues with carts obstructing the aisle and drinks being spilled on the bus.

Mr. Castle also voiced addressed his concerns with LBT's Passport Route.

6. President and CEO Monthly Report. (Kenneth McDonald)

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

INFORMATION ITEM

Kenneth McDonald, President and CEO, presented his monthly oral report.

**Improve Safety and Service Quality**

Under LBT's focus to Improve Safety and Service Quality:

- In April, Monday, April 2 and Sunday, April 15 were accident-free days. There were no preventable or non-preventable accidents on the aforementioned dates.

Since the beginning of the year, LBT has had a total of 15 accident-free days.

- LBT has taken delivery of 25 new Compressed Natural Gas (CNG) buses featuring "near-zero" heavy-duty natural gas engines.

These buses are the first of 40 CNG buses that were approved for procurement at the January 2016 Board of Directors meeting.

As of April 23, 12 of these new buses have been put into regular service; while the other 28 are being built and commissioned.

- During the month of April, LBT's Safety department conducted a safety blitz campaign concentrated around the theme of 'Left Turns and Pedestrian Awareness.'

On Tuesday, April 10 at LBT1 and Wednesday, April 11 at LBT2, Operators were provided a healthy snack and safety information, which outlined numerous safety tips on properly approaching intersections while making left turns, to avoid potential conflicts with traffic and pedestrians.

### **Foster Employee Engagement**

In LBT's continued effort to Foster Employee Engagement:

- On Saturday, April 7, LBT Operator Juan Quintana-Alvarado represented LBT at the Southern California Regional Bus Rodeo held at Victor Valley Transit Authority. He will also represent LBT at the American Public Transportation Association (APTA) International Bus Rodeo to be held on May 5 in Tampa, Florida.
- LBT's Training department provided 12 training courses to approximately 61 individuals throughout the month of April. The training topics included:
  - o State Mandated Annual Refresher Training (SMART)
  - o New Operator Sessions;
  - o Mechanic Training Classes;
  - o Transit Service Delivery Supervisor DMV Training; and
  - o Various Re-Trains

### **Enhance Customer Experience**

Under LBT's priority of Enhance Customer Experience:

- On Friday, March 23, LBT participated in the Jordan High School College and Career Expo. The event was designed to engage students to learn more about how to get around town on transit, as well as how to enhance their future career opportunities.

Community Relations staff provided student Transit Access Pass (TAP) cards and assisted with route-planning information.

- On Thursday, March 29, LBT participated in the Cabrillo High School Intercultural Faire.

The annual event highlighted activities, performances and costumes to reflect the school's diverse community.

Community Relations staff:

- o gave brief tours of an LBT CNG bus
  - o conducted a spin wheel for an opportunity to win a premium prize; and
  - o promoted student TAP cards and collected applications
- Friday, April 13 through Sunday, April 15, LBT sponsored an exhibition space inside the Convention Center for the 44th Toyota Grand Prix of Long Beach.

LBT had a Battery-Electric Bus (BEB) on display, while LBT staff interacted with the public by providing bus and water taxi service schedules and information. Thousands of visitors learned about LBT's water taxi and bus services and how LBT could take them to their favorite destinations across the City.

- Also on Friday, April 13, LBT launched its first-ever mobile ticketing option for AquaLink customers, just in time for Grand Prix weekend.

Through a partnership with Token Transit, Grand Prix spectators could purchase an all-day AquaLink and bus pass for \$15.

Many utilized the new mobile ticketing option and in conversations with customers at the docks, they found the ticket system easy and convenient.

LBT will continue using mobile ticketing for AquaLink and AquaBus service for the rest of the season (through Labor Day).

### **Promote Community and Industry Focus**

In LBT's effort to strengthen its focus on the community it serves and the transportation industry:

- On Tuesday, April 10, the Deputy CEO and Government Relations Manager traveled to Sacramento for state legislative visits.

They met with LBT's state legislators and their staffs to apprise them of the agency's priorities and seek transit support for state funding LBT programs.

They expressed thanks for:

- o passage of Senate Bill 1 and support of Proposition 69;
- o funding provided through the Cap and Trade auction proceeds under the Transit and Intercity Rail Capital Program (TIRCP), which focuses on the reduction of greenhouse gases
- o funding through the Low Carbon and Transit Operations Program (LCTOP), which funds capital and operating improvements with an emphasis on disadvantaged communities; also

LBT affirmed its continuing commitment to sustainability and preserving the environment, as well as implementing efforts expected under California Air Resources Board's (CARB) impending Innovative Clean Transit (ICT) Initiative.

Additionally, in LBT's meeting with Senator Ricardo Lara, discussion ensued regarding a bill that Senator Lara plans to introduce, which was focused on improving electric charging infrastructure. Senator Lara shared that the bill aims to establish standards for charging stations.

Senator Lara has asked LBT to weigh in with recommendations on how the state might address those matters.

- LBT was proud to once again support the 3rd Annual Ms. Single Mom Empowerment Forum as the official Media Sponsor for their event held on Saturday, April 21, at the Long Beach Marriott.

Director Carillo thanked LBT for participating and activating a booth at the Toyota Grand Prix of Long Beach. He stated it was great to have LBT participate in such a large and impactful event.

Director Carrillo also thanked LBT for launching its Token Transit mobile ticketing pilot program during the Grand Prix weekend.

Director Clemson asked how many customers utilized Token Transit to purchase AquaLink fare during the Grand Prix weekend. Debra Johnson, Deputy CEO, stated that 188 customers downloaded and purchased mobile fare for the AquaLink and noted that LBT received a 92 percent fare recovery rate for all AquaLink fares.

**7. 18-033TR Monthly Financial Report. (Lisa Patton)**

**INFORMATION ITEM**

Lisa Patton, Executive Director/VP, Finance and Budget, presented the monthly financial report.

Secretary/Treasurer de Rivera referred to page 2 of the report and asked if LBT was over budget on overtime due to open positions or planned overtime. Ms. Patton stated that overtime was over budget due to open positions and absenteeism and therefore, overall labor costs were over budget.

Secretary/Treasurer de Rivera asked if LBT's absenteeism had improved.

CEO McDonald stated that absenteeism was at the same rate as last year. He stated that LBT was averaging 12 percent absenteeism. Secretary/Treasurer de Rivera asked how LBT's absenteeism compared to other transit agencies. CEO McDonald stated that LBT had higher

absenteeism rate than the industry average.

Director Clemson asked how LBT purchased its fuel. Ms. Patton stated that the majority of fuel which LBT consumed was CNG. She added that LBT had a contract with the City of Long Beach for CNG fuel and with Southern California Edison for electricity, which was used to charge LBT's BEBs. Ms. Patton stated that as LBT expanded its alternatively fueled fleet, it would buy less unleaded and diesel fuel.

Director Carrillo referred to page 3 of the report and asked why Dial-A-Lift (DAL) was at 77 percent. Ms. Patton stated that DAL was at 77 percent due to a decrease in DAL ridership. She added that there was a cost reduction due to the decrease in mileage from declining DAL ridership.

8. 18-029TR Recommendation to adopt a resolution authorizing the President and CEO to execute a Letter of Agreement and Project Readiness Certification as part of the Los Angeles County Metropolitan Transportation Authority's 2013 Call for Projects Clean Fuel Bus Replacement Project for a total authorization amount not to exceed \$2,750,000. (Debra Johnson)

Deputy CEO Johnson presented the staff report.

The Board expressed their appreciation for LBT working to be a leader in its BEB endeavor.

**A motion was made by Vice Chair Bentley, seconded by Director Clemson, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Adam Carrillo, Michael Clemson, Maricela de Rivera, Mary Zendejas, Colleen Bentley and Sumire Gant

9. 18-030TR Recommendation to authorize the President and CEO to enter into a three-year contract with ABB, Inc., to renew the software licensing and support services for Ellipse, Long Beach Transit's enterprise business software, for a total authorization amount not to exceed \$322,714. (Patrick Pham)

Patrick Pham, Executive Director/VP, Information Technology, presented the staff report.

**A motion was made by Director Zendejas, seconded by Director de Rivera, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Adam Carrillo, Michael Clemson, Maricela de Rivera, Mary Zendejas, Colleen Bentley and Sumire Gant

10. Closed Session.

- 1) Conference with Labor Negotiator  
Pursuant to Cal. Gov. Code § 54957.6

Negotiators:

Kenneth A. McDonald, President and CEO

Debra A. Johnson, Deputy CEO

LaVerne David, Executive Director/VP, Employee and Labor Relations

Irma Rodriguez Moisa, Labor Counsel, Atkinson, Andelson, Loya, Ruud & Romo

Employee Organization:

American Federation of State, County and Municipal Employees (AFSCME),  
District Council 36

The meeting went into closed session at 12:41 p.m.

The meeting reconvened at 1:46 p.m.

Vincent Ewing, General Counsel, reported that the Board met with General Counsel in closed session and there was no reportable action taken.

11. Public Comment.

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

There were no public comments.

12. Board Requests.



There were no Board requests.

Secretary/Treasurer de Rivera thanked LBT staff for their work during the 2018 Board Retreat held on April 19 and 20, 2018.

- 13. 18-032TR** Adjourn. The next regular meeting will be held on May 30, 2018.  
(Sumire Gant)

**A motion was made by Vice Chair Bentley, seconded by Director Zendejas, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Adam Carrillo, Michael Clemson, Maricela de Rivera, Mary Zendejas, Colleen Bentley and Sumire Gant

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 562.570.6101.

(\*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.)

(For Telecommunication Device for the Deaf, please call 562.570.6626. Inquire at the City Council Chamber Audio Visual Room for Assistive Listening Device.)

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