

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

**MONDAY, OCTOBER 24, 2016
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 12:00 PM**

Maricela de Rivera, Chair
Sumire Gant, Vice Chair
Mary Zendejas, Secretary/Treasurer
Colleen Bentley, Director
April Economides, Director



Nancy Pfeffer, Director
Barbara Sullivan George, Director
Eric Widstrand, City Representative
Lea Eriksen, City Representative

President and Chief Executive Officer
Kenneth A. McDonald

REGULAR MEETING - NOON

1. Call to Order. (Maricela de Rivera)

Meeting was called to order at 12:02 p.m. by Chair de Rivera.

2. Roll Call. (Ivette Gonzalez)

12:02 p.m.

Chair de Rivera welcomed the new City Representative Lea Eriksen to the Long Beach Transit Board of Directors.

Commissioners Mary Zendejas, Colleen Bentley, April Economides, Nancy

Present: Pfeffer, Barbara Sullivan George and Maricela de Rivera

Commissioners Sumire Gant

Excused:

3. 16-079TR Recommendation to approve the minutes of the regular session meeting held on September 26, 2016. (Maricela de Rivera)

Chair de Rivera abstained as she was not present at the September 26, 2016 Board meeting.

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

Yes: 5 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer and Barbara Sullivan George

Abstain: 1 - Maricela de Rivera

Excused: 1 - Sumire Gant

4. Employee Recognition. (LaVerne David)

Employees of the Month for October 2016:

Laurent Thomas, Transit Service Delivery and Planning
Reuben DeOcampo, Maintenance and Infrastructure
Steven Jorgensen, Staff

INFORMATION ITEM

LaVerne David, Executive Director/VP, Employee and Labor Relations, presented the staff report.

Laurent Thomas, Employee of the Month for Transit Service Delivery and Planning, was presented by Enrique Medina, Superintendent.

Reuben DeOcampo, Employee of the Month for Maintenance and Infrastructure, was presented by Frank Spalding, Maintenance Manager.

Ms. David acknowledged Steven Jorgensen, Staff Employee of the Month for October 2016, who was not present.

Chair de Rivera congratulated Secretary/Treasurer Zendejas on her Gene Lentzer Human Relations Award presented to her by the California Conference for Equality and Justice (CCEJ) on October 20, 2016.

Chair de Rivera congratulated Long Beach Transit on receiving the Green Partnership Green Prize Award along with BYD presented by the Qingdao Association.

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 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.

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

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

INFORMATION ITEM

(Safety and Service Quality)

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

- LBT is currently receiving delivery of 10 Battery Electric Buses (BEB) from BYD.

This month's Board agenda would have included a BEB project quarterly update. However, considering LBT is in the process of accepting the buses, a report will be provided at the December 12, 2016 Board meeting as all buses will have been delivered and accepted for revenue service at that time.

- Transit Service Delivery and Planning staff, as well as other identified departments, are busily working with LBT's Comprehensive Operations Analysis (COA) consultant to provide data such as:
 - o Regional ridership
 - o Highest transfer areas in LBT's system
 - o Service area city contacts
 - o Fleet and facility plans; and
 - o Bus stop amenity information needed to leverage outreach

Other activities underway include:

- o Bi-weekly calls with the consultant and LBT's project management team
- o Monthly recurring meetings with LBT's Executive Steering Committee beginning in December
- o Project Advisory Group and stakeholder identification; and
- o Board member interviews in January 2017

(Employee Engagement)

In LBT's continued effort to Foster Employee Engagement:

- On Saturday, October 8 through Thursday, October 13, LBT's Training staff prepared

its frontline Supervisors on the operation of LBT's newly acquired BEBs during a four-hour training session.

On Monday, October 17, Battery Electric Bus training kicked-off for LBT Bus Operators assigned to the Passport route, as well as for "extra board" Operators, which are those that fill in when LBT has an open slot on a run.

These efforts are in preparation for the agency's BEBs debut on the Passport Route in November.

Training for all other Operators will begin in December.

(Customer Experience)

Under LBT's priority of Enhancing the Customer Experience:

- During the month of October, Community Relations staff was busily participating in community outreach events and activities across LBT's service area that provided bus riding, safety tips and information on LBT's product and services for seniors and customers with disabilities; business networking opportunities; as well as customer and TAP card information.

The events included:

- Older Adult Transportation Expo at Los Angeles Union Station on October 4
- Press-Telegram's Successful Aging Expo at the Long Beach Westin Hotel on October 8
- LBT's Prime Time Business Networking Conference at the Long Beach City College Small Business Development Center on October 12
- Oktoberfest at Shoreline Aquatic Park on October 15
- City of Carson Transportation Services Rideshare Fair at the Carson Community Center on October 19; and the
- Disabled Resource Fair held at the El Dorado Library on October 20, at which LBT's Customer Relations Representative served as a panelist

(Community and Industry Focus)

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

- On Wednesday, October 12, LBT partnered with Long Beach City College and the Long Beach Small Business Development Center to host a Prime Time Business Networking Event.

The purpose of the event was to grow LBT's SBE Program and increase vendor participation, as well as establishing business partnerships in the communities which LBT serves

The event was well attended and included more than 30 Small Business Enterprises (SBE) who learned about doing business with LBT.

Also in attendance was Secretary/Treasurer Zendejas and Director Sullivan George. LBT thanks Secretary/Treasurer Zendejas and Director Sullivan George for their support.

- On Thursday, October 20, LBT's Board Secretary/Treasurer, Mary Zendejas, was one of three recipients awarded the Gene Lentzner Human Relations Award for her exceptional contributions to improving human relations in Long Beach.

The award was given to Secretary/Treasurer Zendejas by the California Conference for Equality and Justice (CCEJ), a human relations organization dedicated to eliminating bigotry and racism through education, conflict resolution and advocacy.

CEO McDonald congratulated Secretary/Treasurer Zendejas. Director Bentley joined LBT staff in celebrating this momentous occasion.

- LBT was awarded the first-ever Green Partners Clean Tech Award along with BYD Motors by the Long Beach-Qingdao Association at its Annual Luncheon on Friday, October 21.

Chair de Rivera, Secretary/Treasurer Zendejas and Director Bentley joined CEO McDonald and Deputy CEO, Debra Johnson, in receiving this honor.

Director Economides referred to the Prime Time Business Networking Event and stated that she has a small business registered with the City of Long Beach. However, she noted that she received an invitation from LBT in her capacity as a Board member, but did not receive an invitation from the City of Long Beach. She suggested LBT ask the City of Long Beach to send the invites to their list of small businesses and women-owned businesses for future events.

Director Economides stated that she would have liked to receive a Battery Electric Bus (BEB) Program Update as the BEBs are going into service in the upcoming month. She added that it would be helpful to know how the BEB testing is going.

CEO McDonald stated that he will give a BEB program quarterly update at the December 12, 2016 Board meeting. He stated that there are currently four BEBs on LBT property. He added

that LBT has not experienced any significant challenges.

Director Economides asked for confirmation that the BEB update will be given after all the BEBs are in service. CEO McDonald stated that all 10 BEBs will be in service by the end of the calendar year.

Director Pfeffer thanked CEO McDonald for including an update on the Comprehensive Operational Analysis (COA) in his monthly report. She stated that she hopes he will continue to include an update on the COA project in his monthly reports as needed.

Director Pfeffer referred to CEO McDonald mentioning that Board members will be interviewed for the COA, and asked if the Board will have a further role in the COA process.

Ms. Johnson stated that the COA process will take approximately 12-18 months. A public outreach plan is a vital component of the process. Board members will be interviewed in January 2017 by Nelson\Nygaard, the consulting firm conducting the COA, to obtain their opinions and attitudes. The information will be synthesized and outlined in detail on what type of outreach activities will occur as it relates to stakeholder meetings. There will be opportunities for Board members to participate.

LBT will be providing updates on the COA process through the CEO.

Director Pfeffer suggested that LBT provide an in-depth presentation on the COA project every two to three months.

7. 16-090TR Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

Director Sullivan George asked for confirmation that LBT received funds from the Transportation Development Act (TDA).

Ms. Patton confirmed that the TDA is one of LBT's largest funding sources. She added that it was categorized as an outstanding receivable. She further added that LBT received payment in September 2016 for July 2016 and August 2016.

Ms. Patton presented the Fiscal Year 2017 first quarter investment report.

Director Bentley referred to the third paragraph of the opening page of the investment report and asked what the abbreviation MOSIP referenced.

Ms. Patton stated that MOSIP is the Municipal Operator Service Improvement Program. The MOSIP was funded through Los Angeles County Metropolitan Transportation Authority (Metro) and was a negotiated agreement through Prop C, whereas Metro would share some of the funding with local transit operators.

Director Economides asked if the Wells Fargo scandal would affect LBT financially. She further asked if LBT looks at conducting business with local institutions, such as Farmers & Merchants (F&M) Bank, to take the place of other accounts.

Ms. Patton stated that F&M is where all of LBT's pension funds are held. LBT has many assets with F&M. LBT conducted a formal solicitation for banking services and LBT learned that many banks were not interested in LBT's accounts due to the size and the amount of cash and coins LBT handles. The feedback LBT received from local institutions is that the agency is too large.

Director Economides asked if Ms. Patton's statement was in regards to the Wells Fargo Workers' Compensation account.

Ms. Patton stated that the problems Wells Fargo is experiencing will not negatively impact LBT. She added that the Wells Fargo account is with LBT's Third Party Administrator for Workers' Compensation.

Director Economides asked if LBT considers switching accounts when an ethical issue arises with a bank.

Ms. Patton stated that switching accounts is taken into consideration. She added that the Wells Fargo account is in partnership with LBT's Third Party Administrator in terms of the Third Party Administrator managing the day-to-day aspects of the account. She added that the agency has considered switching accounts.

Director Economides suggested that LBT should have a protocol to consider ethical issues with entities whom provide services to LBT. She stated that it is important for LBT to align itself with entities that treat people well.

Director Sullivan George referred to the corporate investment accounts and stated that she recalls having made a decision that the Board did not want to see anything below an A rating. She noted that EMC had a rating of BB-.

Ms. Patton stated that EMC is a subsidiary of Dell. She added that as bonds drop, they are reflected in the quarterly investment report and are sold if the rating does not increase.

This TR-Agenda Item was received and filed.

8. 16-082TR Actuarial Valuation of Retirement Plans for Contract Employees as of July 1, 2016. (Lisa Patton)

INFORMATION ITEM

Ms. Patton presented David Venuti from Venuti & Associates. Mr. Venuti presented the actuarial valuation of retirement plans for LBT contract employees as of July 1, 2016.

Director Pfeffer referred to slide 6 of the presentation and asked what was the increase in the present value of future benefits from 2015 to 2016.

Mr. Venuti stated that the jump was primarily due to the change in interest rate of return assumptions.

Director Pfeffer asked why there is a six percent assumption for one plan and a seven percent assumption for the other plan.

CEO McDonald stated that the Board has authorization for decision making for the percent assumption in salaried plans. He added that for contract employees, the percent assumption is negotiated with the Union.

Director Pfeffer asked whether the seven percent assumption was negotiated with the Union or if negotiations are still in process.

CEO McDonald stated that LBT had negotiations with the Union. He added that there will be a seven percent assumption this year and a six and a half percent assumption next year. There will be negotiations in the third year to decide a new assumption rate.

Director Sullivan George asked if there was data in the presentation regarding the numbers of employees participating in the plan.

Mr. Venuti stated that the numbers that are shown in the presentation are the employees who are participating in the various categories, such as attrition and employees who have been terminated or have retired. He added that the number of participants have remained relatively level in the past five years. He stated that when his company determines the plan funding amount, they do so in terms of a percent of pay. If the assumptions are worked out, the percent of pay should remain level in future years.

Director Sullivan George stated that her question was in regards to those employees who will be participating fully in the plan and the amount of money that LBT will have for that participation. She added that an example would be looking at individuals demographically, such as employees that will turn 60 years of age. She asked if the pay out on the plan will be larger in five years than what it would be two years from now if there is a large number of individuals who turn 60.

Mr. Venuti stated that all of that is taken into account in the actuarial assumptions. He added that for an ongoing plan such as LBT's, if there are future salary increases, the liabilities will increase in the future. His company reviews each individual and projects forward based on assumptions as to the employee's probability of staying in employment, retiring and what pay increase are projected for the future. The funding liability increases for each individual overtime and Venuti & Associates summarizes everything together to get the results in the report.

Mr. Venuti stated that the liability itself will tend to stay relatively level if not increasing slowly. He added that the liability will not jump year to year except when the assumption for investment return is lowered. When the investment return assumption is lowered, less money is expected in the future from an investment earnings to pay for the liability. Therefore, the money needed to have on hand will now increase.

Mr. Venuti stated that an increase like the example he gave would be seen just as it was seen on slide 6 in the increase of present value of future benefits from the year 2015 to 2016. If assumptions are changed again next year from seven percent to six and a half percent, a similar increase will be seen.

Ms. Patton stated that page 13 of the Retirement Plan for LBT Contract Employees reported active participant data by age groups, the age of credited service, including those employees who are over 65 years of age.

Director Bentley asked if the retirement plan for LBT salaried employees is separate from the City of Long Beach retirement plan.

CEO McDonald stated that LBT has its own retirement plan, separate from the City of Long Beach's plan.

Director Bentley referred to page 22 of the report where marital status is mentioned and asked if it is stating that all of LBT employees are males.

Mr. Venuti stated that the report should state that female spouses are assumed to be three years younger than male spouses. He responded that the statement will be clarified.

Chair de Rivera stated that in regards to marital status, LBT may also have same-sex marriages. She asked if same-sex married couples are assumed to be the same age or are they assumed to have one partner be younger than the other.

Mr. Venuti stated that Chair de Rivera's example of a marital assumption is not broken down. He noted that given the gender of the participant, Venuti & Associates makes an assumption that the spouse would be the opposite gender. He added that it would be a valid assumption going forward as it would not be a material difference due to the size of the actuarial evaluation for LBT's retirement plan.

This TR-Agenda Item was received and filed.

9. 16-083TR Actuarial Valuation of Retirement Plans for Salaried Employees as of July 1, 2016. (Lisa Patton)

INFORMATION ITEM

Mr. Venuti presented the actuarial valuation of retirement plans for LBT salaried employees.

Director Economides referred to page 3 of the report and asked why there is a disabled category broken down in retired participants.

Mr. Venuti stated that the reason for calling out the disabled category is due to enhanced benefits. He stated that if employees retire due to a disability, the benefit they are entitled to is a higher benefit than someone who goes out on normal retirement.

Chair de Rivera thanked Mr. Venuti for his presentation.

This TR-Agenda Item was received and filed.

10. 16-084TR Recommendation to adopt a resolution to update the authorized personnel able to perform banking and investment transactions for Long Beach Transit. (Lisa Patton)

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

Director Bentley asked for confirmation that two people are required for a bank withdrawal.

Ms. Patton confirmed that two people are required for a withdrawal.

Director Bentley asked for clarification as to what money would be transferred between various banks and investment accounts.

Ms. Patton stated that two people are required to withdraw funds from the State of California's Local Agency Investment Fund (LAIF) to transfer it to LBT's general checking account. She added that two people are also required to transfer money from LBT's Fidelity Investments corporate investment account to its general checking account. She further added that only one person is needed to transfer money from LBT's general checking account to LAIF.

Director Bentley asked for confirmation that there are checks and balances in place to ensure transfers were made legally.

Ms. Patton confirmed that there would be checks and balances in place.

Director Sullivan George asked for confirmation that Ms. Johnson would not be able to transfer funds if CEO McDonald was out of town.

Chair de Rivera stated that if CEO McDonald was out of town, Ms. Johnson would not be able to transfer funds, however three other LBT Finance staff employees would be able to. She added that if one person was out of town and another was sick, funds would still be able to be transferred as there would be two required authorized banking personnel.

A motion was made by Director Bentley to amend the second resolution, on page 4 of agenda item 10, and modify the second "Whereas" to read "Whereas, the position of the Agency." Director Sullivan George seconded the motion. The motion carried by the following vote:

Yes: 6 - Maricela de Rivera, Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer and Barbara Sullivan George
Excused: 1 - Sumire Gant

Director Sullivan George asked if Jennifer Abro, Controller, and Ashley Liang, Treasurer, reported to Ms. Patton.

Ms. Patton confirmed that both employees reported to her. Director Sullivan George asked if CEO McDonald was out of town, Ms. Patton would have to transfer funds with an employee in her department.

Chair de Rivera confirmed Director Sullivan George's statement. Director Sullivan George noted that two employees in the Finance department that report to Ms. Patton would be authorized banking personnel.

Ms. Patton stated that next to the Executive Director/VP of Finance and Budget, the Controller and Treasurer are the most responsible and accountable positions within the Finance department. She added that Ms. Abro and Ms. Liang were selected to be authorized banking personnel based on their positions as they are entrusted with many of the agency's responsibilities. She further added that all LBT accounts are reconciled by the Finance Manager.

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

Yes: 6 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George and Maricela de Rivera

Excused: 1 - Sumire Gant

11. 16-085TR Recommendation to authorize the President and CEO to enter into a three-year, fixed-rate contract with Athens Administrators for the provision of management services for workers' compensation claims and medical bill review services, at a cost of \$842,827 with two, one-year options at \$301,051 for Option Year One, and \$309,873 for Option Year Two, for a total authorization amount not to exceed \$1,453,751. (LaVerne David)

LaVerne David, Executive Director/VP, Employee and Labor Relations, presented the staff report.

Director Sullivan George asked if Athens Administrators is the company that LBT currently uses. Ms. David confirmed that LBT currently uses Athens Administrators.

Director Sullivan George asked if Athens Administrators was the lowest bidder. Ms. David stated that Athens Administrators was not the lowest bidder.

Director Economides asked if Athens Administrators is the company that uses Wells Fargo. Ms. David confirmed that Athens Administrators uses Wells Fargo Bank.

Director Economides stated that she would prefer that LBT not be invested in Wells Fargo Bank. She stated that in the future she hopes LBT would consider looking at ethical issues of proposed banking/financial partners.

Director Sullivan George stated that she had made a suggestion for LBT staff to show the difference in bid amounts when there are multiples companies bidding. She asked how long Athens Administrators has been LBT's Third Party Administrator.

Ms. David stated that LBT had used Athens Administrators in a prior contract for three contract years and two option years, for a total of five years.

Director Sullivan George asked if LBT had used Athens Administrators before the prior contract. Ms. David stated that LBT had not used Athens Administrators before the prior contract.

Chair de Rivera asked for an explanation as to why Athens Administrators was selected as they were not the lowest bidder.

Ms. Johnson called Janet Lahr, LBT's Purchasing Manager, to the podium to provide an explanation. Ms. Lahr stated that solicitation for a Third Party Administrator was done through a Request for Proposal (RFP). She added that when an RFP is done, a vendor is not solely selected based upon cost consideration, but also upon the qualifications of the company. She stated that when a total evaluation for the contract was done, Athens Administrators scored 1,195 points versus the lowest score, which was 811 points. When costing and qualifications were combined, Athens Administrators scored the highest.

Ms. Lahr stated that the highest cost was \$1.453 million and the lowest was \$1.341 million. She added that LBT believed Athens Administrators would provide a better service and value based on the firm's qualifications.

Chair de Rivera asked how many companies submitted a proposal. Ms. Lahr stated that four companies submitted proposals. She added that LBT asked 13 companies to submit proposals.

Ms. Lahr stated that Athens Administrators informed LBT as to whom would be working on the account versus other companies, who did not designate specific employees.

Director Sullivan George asked if part of the selection criteria in the RFP was to designate employees to the contract. Ms. Lahr stated that part of the selection criteria was for companies to propose which employees the company was going to use for the actual service. She added that Athens Administrators designated specific employees for the service in their proposal.

Secretary/Treasurer Zendejas thanked Ms. Lahr for the explanation.

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

Yes: 4 - Mary Zendejas, Colleen Bentley, Nancy Pfeffer and Barbara Sullivan George

Abstain: 2 - April Economides and Maricela de Rivera

Excused: 1 - Sumire Gant

12. 16-086TR Recommendation to authorize the President and CEO to enter into a contract with Servicon Systems, Inc., for the installation of Tennant Epoxy floor coating systems at the LBT2 Maintenance building, at a cost of \$135,313 with two options at \$168,644 for Option Year One and \$175,840 for Option Year Two, for a total authorization amount not to exceed \$479,797. (Debra Johnson)

Deputy CEO Debra Johnson presented the staff report.

Director Economides asked if the Epoxy floor coating system was considered eco-friendly. Ms. Johnson confirmed that the Epoxy floor coating system is considered an eco-friendly coating system which is comprised of volatile organic compounds such as organic chemicals that have a high vapor pressure at ordinary room temperature.

Director Economides asked if this particular product was green enough to qualify for Leadership in Energy and Environmental Design (LEED). She further asked if being eco-friendly was included in the RFP.

Ms. Johnson stated that being eco-friendly was not a requirement. However, the eco-friendly variables were taken into consideration and materials that were needed were not specified in the RFP.

Director Economides suggested that staff include an eco-friendly variable in future RFPs, whether it is a requirement or extra points, depending on what is available in the marketplace. She also suggested staff include a description regarding eco-friendliness in future Board reports.

Director Bentley asked for confirmation that Maintenance bus bays will still be operational during the installation process. Ms. Johnson stated that installation will be done in phases so that bays may still be used to perform bus maintenance.

Director Bentley asked what is the current state of the floors at LBT1. Ms. Johnson stated that LBT1 floors were worked on three years ago.

Chair de Rivera asked if the floors at LBT1 had the same Epoxy floor coating system that was going to be installed at LBT2. Ms. Johnson confirmed that the flooring will be the same type of Epoxy coating installed at LBT1.

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

Yes: 6 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George and Maricela de Rivera

Excused: 1 - Sumire Gant

- 13. 16-087TR** Recommendation to adopt the Long Beach Transit Customer Code of Conduct. (Debra Johnson)

Deputy CEO Debra Johnson presented the staff report.

Director Bentley thanked LBT staff for making its Customer Code of Conduct easy to read and understand. She suggested staff add parts of the code of conduct at bus shelters.

Ms. Johnson thanked Director Bentley for her comments. She thanked Kevin Lee, LBT's Marketing and Customer Service Manager, and John Greet, LBT's System Security Administrator, for their contribution in developing the LBT's Customer Code of Conduct.

Ms. Johnson referred to the pictorials on the cover of the Customer Code of Conduct handbook and stated that the pictorials would be posted. LBT would be graphically depicting what is and is not allowed so that non-English speakers are not excluded from understanding LBT's Code of Conduct.

Ms. Johnson stated that the pictorial depictions would be posted at LBT's bus shelters. She added that LBT's Transit Police would be able to distribute citations based on LBT's Customer Code of Conduct.

Ms. Johnson stated that LBT does not own all the shelters at the Transit Gallery. LBT would look at what would be the most viable option for promoting the Customer Code of Conduct.

Director Bentley suggested including more positive pictorial depictions of desired behavior, rather than negative. Ms. Johnson stated that staff would take Director Bentley's suggestion into consideration.

Ms. Johnson stated that it is a common trend among transit agencies to use some of the pictorial depictions listed in LBT's Customer Code of Conduct.

Director Economides requested that items 5.3 and 5.5 be removed from the Customer Code of Conduct. She stated that she would prefer for customers who have had a few drinks to ride the bus rather than drive.

CEO McDonald stated that he agreed that LBT should focus on customers' onboard behavior rather than what they do in their personal lives. He stated he supported removing 5.3.

CEO McDonald suggested to modify 5.5 to state "Using any controlled substance onboard LBT buses or at LBT property."

Director Economides made a motion to ammend LBT's Customer Code of Conduct by removing 5.3 and to modify 5.5 to state "Using any controlled substance." Secretary/Treasurer Zendejas seconded the motion. The motion carried by the following vote:

Yes: 6 - Maricela de Rivera, Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer and Barbara Sullivan George
Excused: 1 - Sumire Gant

Chair de Rivera stated that when she first joined the LBT Board of Directors, she received feedback from parents stating it was difficult to use LBT service as a parent. She stated that she now understands the safety concerns behind customers having to fold strollers when boarding LBT buses. She added that LBT has not properly educated customers and explained why it is important to fold strollers.

Chair de Rivera asked for LBT to educate its customers regarding the safety issue. She further stated that she appreciated the BEB having a foldable seat in the second row.

A motion was made by Director Sullivan George, seconded by Director Zendejas, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George and Maricela de Rivera

Excused: 1 - Sumire Gant

- 14. 16-088TR** Recommendation to approve the Board of Directors Meeting dates for Calendar Year 2017. (Ivette Gonzalez)

Ivette Gonzalez, Board Secretary, presented the staff report.

A motion was made by Director Sullivan George, seconded by Director Zendejas, to approve recommendation. The motion carried by the following vote:

Yes: 6 - Mary Zendejas, Colleen Bentley, April Economides, Nancy Pfeffer, Barbara Sullivan George and Maricela de Rivera

Excused: 1 - Sumire Gant

15. Closed Session.

- 1) Conference with Legal Counsel - Existing Litigation
Pursuant to Cal. Gov. Code § 54956.9(d)(1)
Ribakoff v. City of Long Beach, et al. (Case No. BC610000)

Chair de Rivera motioned to move into Closed Session.

Meeting went into Closed Session at 2:02 p.m.

Meeting reconvened at 2:07 p.m.

Vincent Ewing, LBT's General Counsel, announced that the Board met in Closed Session on agenda item 15. He stated that there was no reportable action taken.

At this time, Director Pfeffer was excused from the meeting.

16. 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 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.

Wayne Wright, a member of the public, stated that it has been almost one year since LBT expanded Route 1 to California State University, Dominguez Hills (CSUDH).

Mr. Wright expressed his concern regarding no direct service between the Metro Wardlow Station and Easy Avenue. He added that there is no service going to Santa Fe Avenue, so that customers may connect with Route 190 via Wardlow Road.

Mr. Wright stated that, since Route 1 was rerouted away from Wardlow Road, there is no direct connection from Route 131 to Route 190 unless a customer takes Route 180 series to Downtown Long Beach, which requires a transfer payment.

Mr. Wright stated that there is no LBT service after 8:30 p.m. at Metro Wardlow Station connecting to and from the Metro Blue Line Station.

Mr. Wright stated that he believed LBT has issues with 40-foot buses along Easy Avenue and Delta Avenue due to narrow streets. He suggested LBT purchase 30-foot buses to use on narrow routes.

Mr. Wright stated he would like LBT to reroute a portion of the Route 1 extension and have it connect to Route 180. He would also like Route 131 expanded to replace some of Route 1 or have Route 1 replace some of Route 131. Mr. Wright stated that he would like to see LBT switch the portion of CSUDH and have it tie it to the Route 180 series.

Chair de Rivera thanked Mr. Wright for his comments.

Secretary/Treasurer encouraged the public to participate in the public comment section at LBT Board meetings. She stated it is important to publicize that LBT has a public comment portion at Board meetings.

17. Board Requests.

Secretary/Treasurer thanked staff for the follow-up regarding the Text for Next Bus texting feature. She stated that she would like to increase the visibility of bus stop numbers on LBT's bus stop signage.

Secretary/Treasurer Zendejas asked for LBT staff to move forward with inviting the new ADA Coordinator from the City of Long Beach to visit LBT.

Secretary/Treasurer Zendejas congratulated LBT for its hard work in bringing the BEBs to the City of Long Beach. She thanked LBT for their continued support toward LBT Board members. She added that she was very happy to have her LBT family watch her receive CCEJ's Gene Lentzner Human Relations award.

Secretary/Treasurer Zendejas commended LBT for a successful networking event at the Small Business Development Center.

Secretary/Treasurer Zendejas stated that in honor of Disabilities Employment Awareness month, she thanked LBT for always being inclusive of those with different abilities.

Chair de Rivera thanked Rolando Cruz, LBT's outgoing Executive Director/VP, Maintenance and Infrastructure, for his 21 years of service to LBT. She thanked Mr. Cruz for the projects he spearheaded, especially the BEB project.

Chair de Rivera stated she hopes staff could put something together that would help the Board moving forward. She noted that she agreed with Director Economides in regards to taking a stand on ethical issues, such as the Wells Fargo scandal. She stated it is important to take a stand even when it may cost more money.

Chair de Rivera shared that seven years ago, when she worked for the City of Long Beach, Mayor Robert Garcia, who was a Councilmember at that time, proposed a motion that was passed unanimously by City Council. The proposal stated that contractors for the City of Long Beach had to provide medical insurance for same-sex partners of its employees.

Chair de Rivera stated that it was an example of the City of Long Beach taking a morale stand that benefited the community. She suggested staff take a look at changing the way it writes RFPs and changing the way LBT goes forward.

18. 16-089TR Adjourn. The next regular meeting will be held on December 12, 2016.
(Maricela de Rivera)

Meeting was adjourned at 2:18 p.m.

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

Yes: 5 - Mary Zendejas, Colleen Bentley, April Economides, Barbara Sullivan George and Maricela de Rivera

Excused: 2 - Nancy Pfeffer 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.)

Long Beach Transit is an entity which is separate and distinct from the City of Long Beach.