

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

**MONDAY, SEPTEMBER 25, 2017
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 12:00 PM**

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



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

Kenneth A. McDonald,
President and Chief Executive Officer

REGULAR MEETING - NOON

1. Call to Order. (Maricela de Rivera)

Chair de Rivera called the meeting to order at noon.

2. Roll Call. (Ivette Dubois)

Chair de Rivera welcomed Director Carrillo to the LBT Board of Directors.

Commissioners Colleen Bentley, Adam Carrillo, Michael Clemson, Mary

Present: Zendejas, Sumire Gant and Maricela de Rivera

Commissioners Nancy Pfeffer

Excused:

3. [17-046TR](#) Recommendation to approve the minutes of the regular session meeting held on August 28, 2017. (Maricela de Rivera)

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

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

Excused: 1 - Nancy Pfeffer

4. Employee Recognition. (LaVerne David)

Employees of the Month for September 2017:

Juan Quintana Alvarado, Transit Service Delivery and Planning
Arnie Galaviz, Maintenance and Infrastructure
Janet Lahr, Staff

INFORMATION ITEM

LaVerne David, Executive Director/VP, Employee and Labor Relations, presented the Employees of the Month (EOM) for September 2017.

Juan Quintana Alvarado, Transit Service Delivery and Planning EOM, was presented by Enrique Medina, Transit Service Delivery Superintendent.

Janet Lahr, Staff EOM, was presented by Lisa Patton, Executive Director/VP, Finance and Budget, and Aida Douglas, Regulatory Compliance and Civil Rights Officer (RCCRO).

Ms. David acknowledged Arnie Galaviz, Maintenance and Infrastructure EOM, who was not present.

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, suggested a proposed Passport route on behalf of the City of Long Beach Senior Citizen Advisory Commission.

Amy Eriksen, Executive Director, Angels Gate Cultural Center, thanked LBT for its assistance during its two-day celebration in collaboration with the South Bay/Long Beach Pacific Standard Time Latin American and Latino Art Los Angeles Hub, with free shuttles between participating institutions.

Frances Dawson Harris, a member of the public, thanked LBT for providing ADA-accessible transportation, which helps her in her daily life. She added that LBT should look into providing Wi-Fi onboard its buses.

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:

- Sunday, September 10 and Sunday, September 17 were accident-free days at LBT. There were no preventable or non-preventable accidents. Thanks to everyone who put safety first and works safely.
- During the month of September, LBT's Safety department conducted its monthly safety campaign concentrated around "Back to School Awareness."

The campaign is designed to pose refresher questions to Operators related to operating safely now that schools are back in session.

At LBT 1 on September 7 and LBT2 on September 8, LBT's Safety department conducted interactive quizzes with Operators during their breaks regarding:

- o How far to scan when approaching a school zone?
- o How far to stop behind when approaching a school bus?
- o What is the speed limit in all school zones?

Bottled water and snacks were provided, as well as a chance to win Starbucks gift cards for answering questions correctly.

- In support of LBT's ongoing "Systemwide Transit Analysis and Reassessment or STAR Initiative," Phase 2 of the initiative has been launched. The Board received communication last week from the Board Secretary regarding the public involvement activities in Phase 2, including the upcoming community meeting schedule as follows:
 - o Wed., Oct. 4 at the El Dorado Park Senior Center @ 6:30 p.m.
 - o Thu., Oct. 5 at the Downtown Long Beach Main Library @ noon
 - o Thu., Oct. 5 at the Signal Hill Youth Center @ 6:30 p.m.
 - o Sat., Oct. 14 at the Silverado Park Community Center @ 10 a.m.; and

- o Sat., Oct. 21 at the Houghton Park Community Center @ 10 a.m.

This second phase of public outreach is designed for the Consultants to present initial recommendations based on community input received from the initial outreach phase.

These community meetings will be promoted via weekly ads in community newspapers on social media and on LBT's website. The STAR Initiative Project Advisory Group, a group of community stakeholders, is also helping to promote the community meetings through their websites, emails to constituents, social media and newsletters.

(Employee Engagement)

In LBT's continued effort to Foster Employee Engagement:

- On Thursday, September 14, LBT concluded its participation in the Conference of Minority Transportation Officials (or COMTO) Southern California Regional Chapter's annual "Back to School Supplies Drive" to benefit homeless and low-income students in need.

LBT employees rose to the occasion and generously donated not only much-needed school supplies, but also personal hygiene and non-perishable food items, to benefit the Long Beach Unified School District Bethune Transitional Center for Homeless Student Program.

Other transit agency partners participating in this worthy cause included Foothill Transit, OCTA and LA Metro, who also donated items to benefit similar programs within their jurisdictions.

(Customer Experience)

Under LBT's priority of Enhance Customer Experience:

-
- From Monday, August 28 through Thursday, August 31, Community Relations staff participated in back-to-school events in preparation for first week of Fall classes at:
 - o California State University, Long Beach (CSULB), where staff:
 - promoted the U-Pass program;
 - helped students with CSULB TAP card signups; and
 - provided transit planning for new students
 - o Both Long Beach City College campuses, where staff:
 - promoted College/Vocational TAP card sign-ups;

- promoted 30-Day Student Passes; and
- assisted students with wayfinding and trip planning
- On Sunday, September 10, LBT participated in the 28th Annual Belmont Shore Auto Show.

With over 60,000 people in attendance, Community Relations staff had two canopies that housed a water station and a free photo booth.

Staff also promoted:

- o LBT Bus Ridership
- o LBT's water taxi service;
- o Convenience of TAP service products; and
- o Assisted attendees with wayfinding
- On Saturday, September 16, LBT participated in READY Long Beach 2017 at the Cal State Long Beach campus. Launched in 2014, READY Long Beach is a citywide outreach effort promoting a "whole community" approach to emergency preparedness and readiness.

As an event sponsor, LBT presented a Battery-Electric Bus display, as well as a booth, where Community Relations staff:

- o Informed the public of LBT's readiness for a regional emergency
- o Promoted the benefits of taking public transportation
- o Provided TAP card applications and trip-planning tips
- o Promoted LBT's water taxi services
- On Tuesday, September 19, LBT participated in Tincher Elementary's K-8 Back to School Night.

Staff promoted LBT bus ridership, as well as provided Temporary Student TAP Cards to the students.

- On Wednesday, September 20, LBT participated in the Anaheim Career Fair held at the Anaheim Convention Center.

Staff promoted LBT as a regional employer and shared with attendees current LBT job openings, as well as introduced LBT's routes, products and services.

(Community and Industry Focus)

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

- On Wednesday, September 20, LBT staff participated in Senator Ricardo Lara's 2nd Annual Labor Breakfast held the Museum of Latin American Art.

Sponsored by the Southeast Community Development Corporation, the breakfast and worker appreciation awards celebrated the contributions of America's working people, as well as the rich foundation that they have built across California.

- On Friday, September 22, the Deputy CEO attended the California Transit Association Executive Committee Meeting in San Francisco.

Hosted by the Golden Gate Bridge, Highway & Transportation District, the meeting topics included the status of transportation electrification being evaluated by the California Public Utilities Commission, and a discussion about the accelerating effort to qualify and fund an initiative referendum campaign to suspend Senate Bill 1 revenues. The meeting concluded with a technical tour of the Golden Gate Bridge.

- Last week, LBT received notification that its rainbow-themed bus entry at this year's Long Beach Lesbian & Gay Pride Parade was selected by the organizers for the Rainbow Award.

The Rainbow Award is given to the entry that demonstrates the best creative use of the rainbows in their presentation and design of the entry.

LBT received a plaque to commemorate the award, as well as a waived entry fee for next year's Pride Parade.

Chair de Rivera referred to the Rainbow Award and thanked LBT for its annual support of the Long Beach Lesbian & Gay Pride Parade.

Chair de Rivera referred to the STAR Initiative and stated that she would like the Board to receive the recommendations from Nelson\Nygaard, the consulting firm conducting the Comprehensive Operational Analysis (COA), before they were released to the public at the community meetings being held throughout October.

7. [17-047TR](#) Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

Secretary/Treasurer Bentley referred to page 1 of the monthly financial report and asked for clarification on the increase in the Interest and Miscellaneous Operating Revenue account.

Ms. Patton stated that the increase was due to an increase in LBT's Local Agency Investment Fund (LAIF) account and corporate investment accounts as well as CNG fuel tax credits.

Chair de Rivera asked if LBT had anticipated the increase in TAP card usage. Ms. Patton stated that there was a \$20,000 increase in TAP card usage from last year. CEO McDonald stated that the increase was due to LBT staff promoting TAP card usage at local LBUSD campuses, providing TAP cards and teaching students how to use TAP cards to ride the bus.

Secretary/Treasurer Bentley complimented LBT employees for going to schools and assisting students with bus riding. She suggested that it would be a good story for the press.

Director Clemson commended LBT's effort to try to get LBUSD students to ride the agency's transit system.

This TR-Agenda Item was received and filed.

8. [17-048TR](#)

Recommendation to adopt a resolution authorizing the President and CEO to file an application and execute a grant agreement with the Federal Transit Administration for \$14,238,186 under the Fixing America's Surface Transportation Act. (Lisa Patton)

Ms. Patton presented the staff report.

Director Clemson asked for clarification that these FTA funds were not budgeted in Fiscal Year (FY) 2018. Ms. Patton clarified that these FTA funds were budgeted.

Secretary/Treasurer Bentley asked if all 10 Battery-Electric Buses (BEBs) were in service. CEO McDonald stated that eight BEBs were in service. He added that the ninth BEB was in the final stage of acceptance and LBT would be receiving the tenth BEB within a few months.

Secretary/Treasurer Bentley asked if the BEBs were only on the Passport

route. CEO McDonald confirmed that the BEBs were currently on the Passport route. He added that once all 10 BEBs were delivered, three of the 10 BEBs would be running various routes in LBT's service area, as previously reported.

Vice Chair Gant asked for the status on the Long Beach Convention Center Charging Bus Station Project. CEO McDonald stated that LBT would have a notice to proceed within the next three weeks to begin construction.

Chair de Rivera asked for the Board to receive a BEB Program Update. CEO McDonald stated that a BEB Program Update would be presented at the October 23, 2017 Board of Directors meeting.

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

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

Excused: 1 - Nancy Pfeffer

9. 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, Employment Counsel, Atkinson, Andelson, Loya, Ruud & Romo

Employee Organizations:

Amalgamated Transit Union (ATU), Local 1277, AFL-CIO

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

District Council 36

Chair de Rivera recommended to move into closed session.

Meeting went into closed session at 12:52 p.m.

Meeting reconvened at 1:22 p.m.

Vincent Ewing, General Counsel, announced that the Board met in closed session on agenda item 9. He stated that there was no reportable action taken.

10. 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.

11. Board Requests.

There were no Board requests.

12. 17-049TR Adjourn. The next regular meeting will be held on October 23, 2017.
(Maricela de Rivera)

Meeting adjourned at 1:24 p.m.

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

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

Excused: 1 - Nancy Pfeffer

Note:

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If special accomodation 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.