

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

**MONDAY, JUNE 25, 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



Steven Neal, 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. (Sumire Gant)

Chair Gant called the meeting to order at noon.

2. Roll Call. (Ivette Dubois)

Commissioners Adam Carrillo, Michael Clemson, Maricela de Rivera, Steven

Present: Neal, Colleen Bentley and Sumire Gant

Commissioners Mary Zendejas

Excused:

3. 18-041TR Recommendation to approve the minutes of the special meeting held on April 19, 2018. (Sumire Gant)

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

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

Absent: 1 - Mary Zendejas

4. 18-042TR Recommendation to approve the minutes of the special meeting held on April 20, 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: 6 - Adam Carrillo, Michael Clemson, Maricela de Rivera, Steven Neal, Colleen Bentley and Sumire Gant

Absent: 1 - Mary Zendejas

5. 18-043TR Recommendation to approve the minutes of the regular session meeting held on May 30, 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: 6 - Adam Carrillo, Michael Clemson, Maricela de Rivera, Steven Neal, Colleen Bentley and Sumire Gant

Absent: 1 - Mary Zendejas

6. Employee Recognition. (LaVerne David)

Employees of the Month for June 2018:

Adelaida Rodriguez, Transit Service Delivery and Planning
Alex Ariola, Maintenance and Infrastructure
Teresa Lopez, Staff

INFORMATION ITEM

LaVerne David, Executive Director/VP, Employee and Labor Relations, acknowledged the Employees of the Month for the month of June, who were not present.

7. 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 Broadway Corridor detour and stated that the detour was an inconvenience for senior customers. He suggested LBT post announcements regarding detours in the Press Telegram, Grunion Gazette and in senior centers.

Adam Acosta, Executive Director, American Federation of State, County and Municipal Employees (AFSCME), District Council 36, addressed the Board regarding the current status of the pending contract between LBT and AFSCME.

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

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

INFORMATION ITEM

Before delving into his report, Kenneth McDonald, President and CEO, shared a new Long Beach Transit (LBT) employee incentive program called the Extraordinary Performer Award (EPA).

An EPA is awarded by the President and CEO to recognize “extraordinary performance and innovation,” which results in significant cost reductions/savings or revenue to LBT. It may be used to recognize unexpected, self-starting, extraordinary individual accomplishments beyond the realm of the employee’s job.

CEO McDonald recognized the first EPA recipient, Mario Almozara, Facilities Maintenance Technician.

During heavy rains of December 2016/January 2017 water leaks at the Transit Visitor Information Center (TVIC) caused flooding in the building. Mr. Almozara took it upon himself to climb on the roof and use a water hose to check for and find the source of the leak, helping save the agency in excess of \$300,000 and stop further flooding issues.

LBT is grateful for Mr. Almozara’s contributions and thanks him for his initiative, proactiveness and commitment to the agency. For his efforts, Mr. Almozara was given a \$1,000 monetary award.

Mr. Almozara has been with LBT since 2013 and was recognized as Maintenance and Infrastructure’s Employee of the Month for December 2017.

IMPROVE SAFETY AND SERVICE QUALITY

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

- Saturday, June 9, 2018, was an accident-free day. There were no preventable or non-preventable accidents on this day.

Since the beginning of the year, LBT has had a total of 21 accident-free days.

- The month of June has been designated National Safety Month by the Nation Safety Council (NSC).

The NSC has identified a specific safety awareness theme for each week during the month to encourage safe behaviors to help prevent the nation's leading causes of injuries and death, as follows:

- o Week 1: Emergency Situations (Prepare for the unexpected)
- o Week 2: Wellness (Stay Well, Stay Safe)
- o Week 3: Fall Prevention (The Four A's of Fall Prevention)
- o Week 4: Driving Technology (Taking your Vehicle's Safety Seriously)

In support of National Safety Month, the following tactics were used:

- o Communication via weekly posters and video monitors promoting the designated themes
- o Information tables in the Operators' Ready Rooms and all LBT lunch rooms
- o Tip sheets and quizzes on the weekly safety theme
- o Weekly drawings for a chance to win gift cards

FOSTER EMPLOYEE ENGAGEMENT

In LBT's continued effort to Foster Employee Engagement:

- Over the past month, LBT's Training department provided seven training courses to approximately 112 employees on topics including, but not limited to:
 - o State Mandated Annual Refresher Training (SMART)
 - o New Operator Sessions;
 - o Mechanic Drive Training Classes;
 - o Various Maintenance Mechanic Training;
 - o Utility Drive Training;
 - o Custodian Training; and

- o Job-Specific Retraining

ENHANCE CUSTOMER EXPERIENCE

Under LBT's priority of Enhance Customer Experience:

- On Monday, June 11, tickets went on sale for LBT's 2018 Museum Express season, with service starting on July 7 to many of Southern California's most popular museums, gardens and cultural attractions.

Museum Express will run every Friday, Saturday and Sunday from July 7 through August 25, 2018. Tickets to each destination are \$12; and for the first time Museum Express will be going to Morongo Casino on July 21 at of cost of \$15.

As in previous years, the ticket covers the round-trip transportation; however, customers must arrange for entrance to the attraction on their own.

This year, LBT has partnered with Token Transit, a mobile ticketing app, which provides added convenience for purchasing Museum Express tickets.

Customers can download the free app at www.tokentransit.com/app and purchase tickets for any of the events with a credit card, or anyone can visit the Transit & Visitor Information Center and purchase tickets with cash.

- To celebrate the beginning of summer, LBT participated in two outdoor movie screenings:
 - o On Tuesday, June 19 - Movies at the Beach at Granada Beach; and
 - o Thursday, June 21 - Movies in the Park at Admiral Kidd Park

At each event, Community Relations staff promoted:

- o Bus ridership;
- o Water Taxi service;
- o Museum Express service; and
- o TAP card sign-ups

PROMOTE COMMUNITY AND INDUSTRY FOCUS

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

- On Wednesday, June 13, Chair Gant joined LBT staff in attending the Long Beach Area Chamber of Commerce's 127th Annual Gala held at the Convention Center.

This year's gala honored the achievements and contributions of the Port of Long Beach.

- On Monday, June 18, LBT was pleased to host Mayor Robert Garcia on a tour of LBT facilities, led by the Deputy CEO.

The Mayor saw LBT's Communications and Dispatch Center; Dial-A-Lift intake office, as well as the agency's maintenance facilities. He also had an opportunity to interface with LBT staff.

This tour was in conjunction with the Mayor's #GoLongBeachTour, a nine-week tour throughout all of the City's council districts. The Mayor was touring District 6 to hear from residents and business owners, and discuss the future of our great City.

- Also on Monday, June 18, LBT participated the Long Beach Downtown Residential Council's 'Transportation and Parking Forum' held at the Aqua Building.

LBT joined representatives from several City of Long Beach departments, as well as the Downtown Long Beach Alliance, to address transportation issues in the Downtown area and highlight LBT's service and projects in the area, as well as working relationship with the City and downtown stakeholders.

- On Thursday, June 21, Chair Gant; Secretary/Treasurer de Rivera; and Director Zendejas joined LBT staff in attending Long Beach's Disabled Resources Center's (DRC) 42nd Annual Awards Dinner.

The program-whose theme was "Reaching for the Stars," honored one organization and four individuals for their contributions to the DRC's mission.

The Disabled Resources Center is dedicated to empowering people with disabilities to live independently in the community, to make their own decisions about their lives and to advocate on their own behalf.

- On Wednesday, June 20, LBT announced its participation in the annual POW! WOW! Mural Festival.

POW! WOW! Long Beach is week-long, city-wide event taking place this summer. The event is a part of the globally recognized series of street art events, which since 2010 has brought murals to public spaces in cities like Honolulu, Seoul, Washington DC, Taipei, Tokyo and Long Beach.

Over the past three years, POW! WOW! Long Beach has installed murals in over 40 square miles throughout the city, from South Street to Ocean Boulevard, creating a walkable, bikeable public art experience for the City of Long Beach.

This year, one of the unique POW! WOW! murals will be a wrapped LBT bus. The wrap for the bus was designed by local artist Steven Harrington, who has done work for Nike.

The bus will be featured at POW! WOW! events the week of June 25 and will remain wrapped through the end of the calendar year.

Earlier this morning, at the Varden Hotel, LBT participated in a press conference announcing the launch of POW! WOW! Long Beach. Speakers included representatives from the Convention and Visitors Bureau and POW! WOW!, and myself. Vice Chair Bentley and Director Clemson, as well as LBT staff, attended in support of this event.

Secretary/Treasurer de Rivera congratulated Mario Almozara on receiving the EPA award.

Director Clemson asked what bus routes the mural bus would service. Deputy CEO Johnson stated that the mural bus would be scheduled on different bus routes throughout LBT's service area.

9. 18-044TR 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 operating revenues on page 1 of the monthly financial report and asked if the the decrease in revenue was less steep than prior months. Ms. Patton confirmed Secretary/Treasurer de Rivera's comment. She noted that reduced fare passes and student monthly passes sales were increasing due to LBT's public outreach. Additionally, customers were loading more money on their TAP card.

Secretary/Treasurer de Rivera asked for confirmation that there was a seasonal trend of less ridership during summer months. Ms. Patton confirmed Secretary/Treasurer de Rivera's comment.

Secretary/Treasurer de Rivera asked if recruitment advertisement aided LBT

in filling open positions and reducing overtime spending. Ms. Patton stated that overtime spending had not declined and LBT was still overbudget in that area.

Director Carrillo referred to workers' compensation and asked if there was an unplanned increase within LBT's policy. Ms. Patton stated that workers' compensation expenses were incurred every month. She noted that when LBT received its annual actuarial report there was an increase in open workers' compensation cases from prior years.

This TR-Agenda Item was received and filed.

10. 18-045TR Recommendation to adopt two resolutions to enable Long Beach Transit (LBT) to receive funding under the Low-Carbon Transit Operations Program (LCTOP):

1) A resolution authorizing the President and CEO to execute the Certifications and Assurances and Authorized Agent Forms, along with all subsequent documents for the FY 2017-18 State LCTOP

2) A resolution authorizing the execution of the Route 22 Extension Continuation Project with \$477,576 provided under LCTOP

(Debra Johnson)

Deputy CEO Johnson presented the staff report.

Vice Chair Bentley asked why the City of Claremont and the City of La Mirada forfeited their LCTOP funds. Deputy CEO Johnson stated that the aforementioned cities may not have had projects that met the parameters of the LCTOP project criteria.

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

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

Absent: 1 - Mary Zendejas

11. 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

- 2) Public Employee Evaluation
Pursuant to Cal. Gov. Code § 54957.6
President and CEO

The meeting went into closed session at 12:50 p.m.

The meeting reconvened at 2:39 p.m.

Vincent Ewing, LBT's General Counsel, stated that the Board met with General Counsel in closed session on agenda item 11 (1) and no reportable action was taken.

Mr. Ewing stated that the Board met with General Counsel in closed session on agenda item 11 (2) to evaluate the President and CEO. He reported that the Board evaluated the President and CEO as "Exceeding Expectation." Additionally, the President and CEO was awarded a three percent performance increase retroactive to 2017.

12. 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.

Wayne Wright, a member of the public, addressed his concerns regarding the upcoming

closure of the Metro Blue Line. He asked LBT to consider finding funding to implement an express route from the City of Long Beach to downtown Los Angeles to compensate for the Blue Line closure.

Mr. Wright addressed his concerns regarding the functionality of LBT's website. He stated that he was not able to find the new bus schedule for the June 2018 service change. He asked LBT to improve its website.

13. Board Requests.

There were no Board requests.

14. 18-047TR Adjourn. The next regular meeting will be held on July 23, 2018.
(Sumire Gant)

Meeting adjourned at 2:40 p.m.

**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,
Steven Neal, Colleen Bentley and Sumire Gant

Absent: 1 - Mary Zendejas

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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