

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

**THURSDAY, JUNE 25, 2020
VIA VIDEOCONFERENCE, 12:00 PM**

Colleen Bentley, Chair
Michael Clemson, Vice Chair
Adam Carrillo, Secretary/Treasurer
Jeffrey Price, Director



Sumire Gant, Director
David H. Sutton, Director
Lea Eriksen, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

**BOARD MEETING VIA VIDEO CONFERENCE
PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY
GOVERNOR GAVIN NEWSOM**

**ZOOM MEETING ID: 929 9426 8409
PASSWORD: 1963**

1. Call to Order. (Colleen Bentley)

Chair Bentley called the meeting to order at 12:01 p.m.

2. Roll Call. (Ivette Dubois)

Commissioners Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael
Present: Clemson and Colleen Bentley

3. Employee Recognition. (Debra Johnson)

Employees of the Month for June 2020:

Marcus Smith, Transit Service Delivery and Planning
Francis Armel Abrenica, Maintenance and Infrastructure
Bruce Jenkins, Staff

INFORMATION ITEM

Debra Johnson, Deputy CEO, presented the Employees of the Month for June 2020.

4. Public Comment.

Chair Bentley read a public comment that was received from Frances Emily Dawson Harris,

a member of the public.

Ms. Dawson Harris commended LBT on its protective measures during the COVID-19 pandemic.

Ms. Dawson Harris asked that LBT evaluate its fare structure for customers with disabilities. She also asked that the agency consider revising its Reserve and Priority Seating signs onboard its buses and that citations be issued for those refusing to vacate a reserved seat upon request.

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

- Response and Actions to Health Pandemic and Social Issues

INFORMATION ITEM

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

CEO McDonald's report highlighted LBT's response and actions to Coronavirus since the last update at the May 28, 2020 Board of Directors meeting, as well as the agency's response to social issues.

The health and safety of LBT's employees and customers continues to be LBT's of top priority.

LBT's Environmental and Safety department continues to coordinate with the LA County Department of Public Health, as well as the Long Beach Health Department to prepare for any potential response to COVID-19 or any other health-related issues.

Last month, CEO McDonald updated the Board on materials LBT developed in response to Coronavirus, including window clings requiring face masks while onboard as well as rear-door boarding, floor decals promoting social distancing onboard LBT buses, as well as digital, bus, bus shelter and billboard ads.

LBT also distributed "The Community Connector" to customers about LBT's COVID-19 activities.

And internally, the "Quarterly Ride" which is LBT's employee newsletter also covering the agency's ongoing efforts in combating the Coronavirus.

On Sunday May 31, 2020, in the midst of the COVID-19 health pandemic, the City of Long Beach experienced a social pandemic.

People gathered in Downtown Long Beach that afternoon to protest the death of George Floyd.

Mr. Floyd was an unarmed African-American man who was killed by a white police officer during an arrest in Minneapolis, Minnesota, on May 25, 2020.

Protests in response to both Mr. Floyd's death, and more broadly to police brutality, quickly spread around the country and internationally.

As thousands gathered in the City of Long Beach, LBT was faced with the situation of major thoroughfares being obstructed, limiting access to the Transit Gallery in Downtown Long Beach, thus causing disruption to transit service.

During that afternoon, the Long Beach Police Department ordered suspension of all bus service south of Pacific Coast Highway and west of Redondo Avenue.

This action meant that no LBT buses would be allowed in the Downtown area.

The City of Long Beach ordered a curfew beginning at 8 p.m. through 5 a.m. on Monday, June 1, 2020.

The curfew prohibited anyone from being on public streets, alleys, parks or other public places in the city or traveling on foot, on a bicycle, motorcycle or in a vehicle.

The only people exempt from citywide curfews were law enforcement, firefighting personnel and emergency health care providers, civilians engaged in police or emergency work, people who need emergency care, individuals traveling to and from their place of work and representatives of the media.

Following the curfew order, out of caution for the health and safety of LBT employees, LBT suspended all bus service by 5 p.m.

On Monday, June 1, 2020, as people continued assembling in Downtown Long Beach in continued protest, the City of Long Beach ordered a 4 p.m. curfew through 5 a.m. on Tuesday, June 2, 2020.

LBT closed the Transit & Visitor Information Center (TVIC) for the week and suspended bus service one hour prior to the curfew, at 3 p.m. to allow employees to leave work and safely get home.

On Tuesday, June 2, 2020, the City continued to order a curfew for 6 p.m. through 5 a.m. on

Wednesday, June 3, 2020. Like the previous evening, LBT suspended regular bus service one hour prior to the curfew, at 5 p.m. for the same reason as previously stated.

On Wednesday, June 3, 2020, a citywide curfew was ordered from 9 p.m. through 5 a.m. on Thursday, June 4, 2020. LBT suspended bus service one hour prior to the curfew, at 8 p.m.

On Thursday, June 4, 2020, LBT resumed its modified service delivery schedule with service running from 6 a.m. until 9 p.m. The TVIC remained closed until Monday, June 8, 2020.

During the curfew periods, to ensure the safety of all LBT employees, LBT staff working at all facilities were released from their offices/work spaces to allow sufficient travel time to get home prior to the curfew effectuation. Furthermore, LBT suspended late night shifts for Maintenance employees to remain compliant with the curfew.

LBT has continued service without any further disruption since June 4, 2020.

The agency is currently developing a Health and Social Pandemic Response, Actions and Lessons Learned Reference Guide to be completed in the near future.

Director Gant asked if LBT provided means of communications to alert customers of the suspension of regular bus service due to curfew. CEO McDonald stated that it was part of the lessons learned, and that LBT began using a texting alert system for its customers.

NOTICE TO THE PUBLIC

All matters included on the Consent Calendar are considered routine by the LBT Board of Directors and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Directors or the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

CONSENT CALENDAR (6)

Passed the Consent Calendar

A motion was made by Vice Chair Clemson, seconded by Director Price, to approve Consent Calendar Item 6. The motion carried by the following vote:

Yes: 5 - Jeffrey Price, Sumire Gant, Adam Carrillo, Michael Clemson
and Colleen Bentley

Abstain: 1 - David Sutton

6. [20-036TR](#) Recommendation to approve the minutes of the regular session meeting held on May 28, 2020.

REGULAR CALENDAR

7. [20-037TR](#) Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

Director Gant referred to security funds and asked if LBT was considering redirecting funds towards unarmed security onboard LBT buses versus armed security.

CEO McDonald stated that LBT was considering expanding its Transit Ambassador Program.

Discussion ensued regarding LBT's Transit Ambassador Program and Transit Enforcement Detail Program.

Secretary/Treasurer Carrillo referred to LBT's water taxi service and asked what reopening phase of LA County's roadmap to recovery would water taxi service resume. CEO McDonald stated that Catalina Express, a third-party contractor for the agency's water taxi service, was looking at ways to safely reopen when the time came and determining staff availability. He added that LBT would most likely reopen the AquaLink before the AquaBus as the AquaLink was larger; hence, having more opportunity to practice social distancing.

This TR-Agenda Item was received and filed.

8. [20-038TR](#) Economic Impact Analysis. (Lisa Patton)

INFORMATION ITEM

Ms. Patton presented the staff report.

Ms. Patton introduced Dr. Seiji Steimetz, with his team of Dr. Wade Martin and Ms. Megan Anaya, prepared the Economic Impact Analysis Report. Dr. Steimetz presented LBT's Economic Impact Analysis report. Discussion ensued regarding a method to determine the LBT's socioeconomic impact of LBT providing customers access to mobility.

Secretary/Treasurer Carillo asked how transit agencies could leverage the Economic Impact Analysis report to drive policy. Dr. Steimetz stated that LBT could leverage its economic impact to receive grants and subsidies. It was stated that the Economic Impact Analysis report provided evidence of LBT's economic analysis in the LA and Orange counties, as well as the rest of the state of California.

Is there an employment multiplier or are there other benchmarks from other transit agencies that have leveraged the employment multiplier as an ongoing measure of impact. Dr. Steimetz stated that it could be researched what were other transit agencies' employment multipliers.

CEO McDonald stated that this report demonstrates LBT's extensive value and impact to its community, which had not been measured in the past.

Chair Bentley stated that the Economic Impact Analysis report served as a baseline.

Secretary/Treasurer Carrillo asked when would data from the 2020 Census be received. Dr. Steimetz stated that data from the Census would be available towards the end of the year in November or December 2020; however, that may be delayed due to COVID-19.

Director Price suggested LBT share the Economic Impact Analysis report with the community.

This TR-Agenda Item was received and filed.

Second Roll Call 12:57 p.m.

Commissioners Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo and

Present: Colleen Bentley

Commissioners Michael Clemson

Excused:

9. [20-039TR](#) Recommendation to adopt a resolution approving Long Beach Transit's Zero-Emission Bus Rollout Plan and submittal to the California Air Resources Board. (Debra Johnson)

Deputy CEO Johnson presented the staff report.

Chair Bentley read a public comment that was received from Padric Gleason Gonzales, a member of the public.

Mr. Gonzales commended LBT on its Zero-Emission Bus (ZEB) Rollout Plan. He encouraged LBT to implement zero-emission procurement policies for all vehicle purchases, including for AquaBus and AquaLink services, local shuttles, service vehicles and more.

Secretary/Treasurer Carrillo referred to federal grants and asked if these upcoming zero-emission bus purchases would require LBT to hold the buses for its life cycle. Deputy CEO Johnson confirmed that Federal Transit Administration guidelines were taken into account and noted that LBT would need to keep these buses for the required 12 years.

Director Gant asked if the ZEB Rollout Plan was amendable. Deputy CEO Johnson stated that the ZEB Rollout Plan was a living document and adjustments could be made.

Director Gant stated that she hoped LBT could replace its water taxi vehicles with zero-emission vehicles.

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

Yes: 5 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo and Colleen Bentley

Excused: 1 - Michael Clemson

10. [20-040TR](#)

Recommendation to authorize the President and CEO to initiate a discounted pass program to provide customers' economic relief in conjunction with the Los Angeles County Metropolitan Transportation Authority for no more than six months from the date Long Beach Transit resumes normal service delivery practices. (Kenneth McDonald)

CEO McDonald presented the staff report.

Director Gant stated that she was glad LBT was considering a fare reduction. She added that she would like to have LBT reduce its fares by 50% during this temporary six-month period.

Director Gant noted that the Board report did not include a discounted fare structure for senior customers.

Director Gant stated that there were many LBT customers that could not afford a 30-Day Pass. CEO McDonald stated that LBT was aiming to balance the economic survival of the agency while also providing economic relief to its customers.

CEO McDonald stated that the intent of providing a discounted pass program was to provide economic relief to its customers while also increasing transit ridership.

Director Price suggested LBT provide a steeper discount to its customers for the Day Pass.

Director Gant stated that she believed LBT could reduce its fare prices. She further asked that LBT consider reducing its fare for Dial-A-Lift services.

Director Sutton asked that staff provide the Board a report every other week depicting the impact of the discounted pass program. He stated that a marketing plan should be developed to promote the discounted pass program to the community.

Secretary/Treasurer Carrillo asked LBT to consider leveraging incentive programs, such as ongoing monthly bonuses for customers. For example, a subscription bonus as opposed to a lower single rate. If customers pay for a certain number of rides, they get free bonus rides.

Director Gant stated that LBT consider a reduced single ride fare during this

six-month period that may help customers that cannot afford the monthly pass.

City Representative Eriksen stated her support for the consideration of a reduced Single Day Pass.

Chair Bentley asked that LBT communicate the benefits of the discounted pass program to its customers.

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

Yes: 3 - David Sutton, Adam Carrillo and Colleen Bentley

No: 1 - Jeffrey Price

Abstain: 1 - Sumire Gant

Excused: 1 - Michael Clemson

11. Board Requests.

Staff was requested to provide a recommendation to provide a deeper discount on single fare during a six-month period from the date LBT resumes normal service delivery practices.

Director Gant asked that LBT monitor the progress of the discounted pass program. She also asked that the agency consider discounted fare for Dial-A-Lift customers.

Secretary/Treasurer Carrillo asked when the discounted pass program would begin. CEO McDonald stated that the discounted pass program would begin when LBT resumes normal service delivery practices.

12. 20-041TR Adjourn. The next regular meeting will be held on July 23, 2020.
(Colleen Bentley)

The meeting adjourned at 2:07 p.m.

Note:

Long Beach Transit intends to provide reasonable accommodations with the Americans with Disabilities Act of 1990. If special accommodation is desired, please call the Board Secretary's Office 48 hours prior to the meeting at 562.599.8554.

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