

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

**THURSDAY, JULY 28, 2022
VIA VIDEOCONFERENCE, 12:00 PM**

Michael Clemson, Chair
David H. Sutton, Vice Chair
Abigail Mejia, Secretary/Treasurer
Raul Anorve, Director
Colleen Bentley, Director



Lea Eriksen, City Representative
Joshua Hickman, City Representative

Kenneth A. McDonald,
President and Chief Executive Officer

**BOARD MEETING VIA VIDEOCONFERENCE
PURSUANT TO ASSEMBLY BILL 361**

ZOOM MEETING ID: 811 2770 4312 (PASSWORD: 1963)

REGULAR MEETING - NOON

1. Call to Order. (Michael Clemson)

Chair Clemson called the meeting to order at 12:02 p.m.

2. Roll Call. (Jen Flores)

Commissioners Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and
Present: Michael Clemson

3. Employee Recognition. (Jen Flores)

Employees of the Month for July 2022:

Felicia Session, Transit Service Delivery and Planning
Gabriel Quintero, Maintenance and Infrastructure
Lisa Chin, Administrative Staff

INFORMATION ITEM

Jen Flores, Board Secretary, presented the Employees of the Month for July 2022.

4. Public Comment.

Any member of the public may raise their hand, 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.

5. President and CEO Report. (Kenneth McDonald)

INFORMATION ITEM

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

CEO McDonald reported that in the month of July LBT had seen an increase in COVID cases with 33 employees reporting positive COVID tests.

CEO McDonald provided an update to the discounted pass program, stating that the discounted pass program had ended, however LBT instituted a grace period until the end of August.

CEO McDonald stated that LBT would return to regular fare pricing on September 1, 2022.

CEO McDonald informed the Board that LBT's purchasing department released the invitation to bid on the LBTCO construction services and that LBT was under the period of no contact.

CEO McDonald provided information about the COMTO National Meeting & Training Conference held on July 9 - 11 in Ft. Lauderdale, FL. In which he was invited to participate on a panel to discuss Navigating the Future: Advancing Transportation Beyond Disruption, which was moderated by Nicole McCleary of TransPro.

CEO McDonald provided information regarding the service change scheduled to take place in August.

Director Bentley asked for clarification regarding the number of employees reporting positive COVID results and if employees were returning to work.

CEO Mr. Donald clarified the number of employees and stated that employees were

returning to work.

NOTICE TO THE PUBLIC

All matters included on the Consent Calendar are considered routine by the Long Beach Transit (LBT) Board of Directors and will all 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 - 8)

A motion was made by Director Bentley, seconded by Vice Chair Sutton, to approve the Consent Calendar Items 6 - 8. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

- 6. 22-050TR Recommendation to approve the minutes of the regular session meeting held on June 23, 2022.
- 7. 22-051TR Recommendation to approve the minutes of the special session meeting held on July 15, 2022.
- 8. 22-052TR Recommendation to adopt the resolution to authorize continued teleconferencing meetings pursuant to Assembly Bill 361.

REGULAR CALENDAR

- 9. 22-053TR Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

This TR-Agenda Item was received and filed.

- 10. 22-054TR** Recommendation to adopt a resolution authorizing the President and CEO to file funding applications for Fiscal Year 2023 subsidies under the State Transit Assistance program and Article IV of the Transportation Development Act in the amount of \$38,503,948. (Lisa Patton)

Ms. Patton presented the staff report.

Director Bentley inquired about the amount of funding compared to past years.

Ms. Patton responded that the funding is based on sales tax and does fluctuate.

A motion was made by Director Bentley, seconded by Secretary/Treasurer Mejia, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

- 11. 22-055TR** Recommendation to authorize the President and CEO to enter into a three-year contract with Mission Linen Supply for the Maintenance and Infrastructure department uniform services at a cost of \$233,089 with two, one-year options at \$85,526 for Option Year 1 and \$89,764 for Option Year 2, and a 10% contingency of \$40,837 for a total authorization amount not to exceed \$49,206. (Richard Rodriguez)

Richard Rodriguez, Fleet Maintenance Manager, present the staff report.

Director Bentley asked for an explanation about why a SBE was not established.

Mr. McDonald responded that the vendor was a full service company with no opportunities to subcontract any of their services.

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

12. 22-056TR

Recommendation to authorize the President and CEO to enter into a three-year contract enterprise agreement with CDW Government, LLC, for Microsoft Enterprise Software Licensing annually at \$197,946, for a total authorization amount not to exceed \$593,838. (Jaimey Wasson)

Jaimey Wasson, Information Technology Manager, presented the staff report.

A motion was made by Vice Chair Sutton, seconded by Secretary/Treasurer Mejia, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

13. 22-057TR

Recommendation to authorize the President and CEO to enter into a contract with VOntas, Inc., to replace the Onboard Video Security System and to install Automated Passenger Counters for \$3,168,138 with a 5% contingency of \$158,407 for a total authorization amount not to exceed \$3,326,545. (Carrie Sabel)

Carrie Sabel, Information Technology Projects Manager, presented the staff report.

Director Bentley inquired about the amount downtime per bus and how long is the entire project is expected to take.

Ms. Sabel responded that the projected is slated for approximately one year. At this time staff is not able to approximate downtime per bus because LBT will run a pilot installation on a limited number of buses and would use that data to dictate the time of installation for the rest of the buses.

Vice Chair Sutton inquired about the 30% of buses that were not going to

receive the upgrades.

Mr. McDonald responded that LBT was not going to install new equipment on a buses that were going to be replaced within two years.

Vice Chair Sutton inquired about the 5% contingency.

Mr. McDonald responded that LBT was only replacing DVR and not the cameras, at this time staff does not believe there are any wiring problems to justify a higher contingency.

Director Anorve inquired about the useful life of the new DVR's.

Mr. McDonald responded somewhere between 7 - 10 years.

Vice Chair Sutton asked if LBT was purchasing units for the entirety of the fleet and will be installing the equipment on new buses as they are received.

Mr. McDonald stated that there was not much concern of the technology changing too much in the next few years to create compatibility issues.

Discussion ensued about the notice informing customers of recording on the buses.

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

14. 22-058TR

Recommendation to authorize the President and CEO to enter into a contract with EIDIM Group, Inc., to purchase and deploy AV equipment at LBTCO for \$684,753, with a 10% contingency of \$68,475, for a total authorization amount not to exceed \$753,228. (Patrick Pham)

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

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

- 15. 22-059TR** Recommendation to approve the removal of the Board of Directors August date from the regular meeting calendar. (Kenneth McDonald)

Mr. McDonald presented the staff report.

Discussion ensued regarding the support of the recommendation and the willingness to hold special sessions if needed for emergency items.

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

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton and Michael Clemson

- 16. 22-061TR** Recommendation to adopt the resolution to amending Article 2, Section 10 titled "Fees and Compensation" of the By-Laws of the Long Beach Transportation Company (as amended on October 25, 2010). (Kenneth McDonald)

Mr. McDonald presented the staff report.

Discussion ensued regarding the delineation of authority between Long Beach City Council and Long Beach Transit's Board of Directors.

Director Anorve inquired about the fiscal impact of this recommendation.

Mr. McDonald responded that the stipend increase is a very minimal amount compared the budget approved by the Board and that LBT fares would not be affected by the increase.

A motion was made by Vice Chair Sutton, seconded by Secretary/Treasurer Mejia, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Raúl Añorve, Colleen Bentley, Abigail Mejia, David Sutton
and Michael Clemson

17. Closed Session.

CONFERENCE REAL PROPERTY (Gov. Code sec. 54956.8)

Property: 4801 Airport Plaza Drive, Long Beach, CA 90815

Kenneth A. McDonald, President and CEO; Lisa Patton, Executive Director/VP, Finance and
Budget

Re: Price, Terms

Meeting went into Closed Session at 1:20 p.m.

Vice Chair Sutton was excused from Closed Session at 1:28 p.m.

Meeting reconvened at 1:29 p.m.

Vince Ewing, General Counsel, reported that no action was taken.

Commissioners Raúl Añorve, Colleen Bentley, Abigail Mejia and Michael

Present: Clemson

Commissioners David Sutton

Excused:

18. Board Requests.

Director Bentley requested an update on the status of the Board retreat.

Director Anorve requested information on if there were any transportation plans for the
Olympics, SoFi Stadium and the Forum for LBT.

Chair Clemson requested an update on ridership numbers.

Mr. McDonald thanked the Board for allowing LBT to develop and engage staff by having
more managers present at the Board meetings.

19. 22-060TR Adjourn. The next regular meeting will be held on September 22, 2022.
(Michael Clemson)

The meeting adjourned at 1:40 p.m.

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

Yes: 4 - Raúl Añorve, Colleen Bentley, Abigail Mejia and Michael Clemson

Excused: 1 - David Sutton

Note:

Long Beach Transit intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If special accommodation is desired, please call the Board Secretary's Office five business days 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.