

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

**THURSDAY, DECEMBER 10, 2020  
VIA VIDEOCONFERENCE, 9:00 AM**

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 VIDEOCONFERENCE  
PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY  
GOVERNOR GAVIN NEWSOM**

**ZOOM MEETING ID: 940 7999 6747 (PASSWORD: 1963)**

**REGULAR MEETING - 9 A.M.**

1. Call to Order. (Colleen Bentley)

Chair Bentley called the meeting to order at 9:03 a.m.

2. Roll Call. (Ivette Dubois)

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

3. Employee Recognition. (Ivette Dubois)

Employees of the Month for November 2020:

Cedric Potts, Transit Service Delivery and Planning

Franklin Garcia, Maintenance and Infrastructure

Duane Zertuche, Administrative Staff

Employees of the Month for December 2020:

Marsha Curtis, Transit Service Delivery and Planning

John Mayo, Maintenance and Infrastructure

Jonathan Serrano-Blanco, Administrative Staff

**INFORMATION ITEM**

Ivette Dubois, Board Secretary, presented the Employees of the Month for November and December 2020.

4. Public Comment.

There were no public comments.

5. President and CEO Report. (Kenneth McDonald)

INFORMATION ITEM

CEO McDonald presented his monthly report.

- LBT remains committed to ensuring the health, well-being and safety of its employees and the riding public.
- With the recent surge in COVID cases in LA County, CEO McDonald has urged employees to remain vigilant in following safety protocols to protect themselves, coworkers, family and the communities around them.
- The agency updated the following protocols:
  - o Cancelling all in-person group training sessions and meetings
  - o Limiting outside vendors into its facilities
  - o The agency has created a COVID-19 Employee self-assessment form to assist employees to self check when preparing for daily work.
- LBT continues to emphasize the important of social distancing and protective spacing onboard our buses.

The agency is currently testing different types of Operator protective barriers.

A barrier will serve as protection from the transfer of potentially contagious droplets while offering an added layer of protection for everyone on the bus and a personal protective guard for the Operators, who are in constant contact with the public.

LBT is surveying its Operators from November 30 to December 14 to gauge their opinion on each barrier and will utilize Operators' feedback to make an informed final decision on which barrier to purchase.

Once completed, the barriers will be LBT's first step to returning to revenue collection

- Long Beach Transit is working as a member of an ad-hoc committee exploring a free fare initiative led by LA Metro.

- 
- This effort is called the Fareless System Initiative (or FSI), a study and consideration of eliminating transit fares in LA County.
  - There are three goals of the Fareless System Initiative (or FSI).
    - o The first is Equity/Economic Parity
      - Looking at Public transportation as a public service that should be treated the same as other City/County services
      - The initiative may aid those affected hardest by the pandemic
      - The initiative is focusing on areas most heavily impacted by gaps in equity and parity throughout the county, where more than 40% of household are low-income and 10% have no access to a vehicle
      - These areas are communities that have experienced historic disinvestments, reduced access to opportunity and housing, and policy decisions that have resulted in environmental justice disparities
    - o The second is Congestion Relief, this initiative will focus on reducing congestion by encouraging people to get out of their cars and ride transit at no cost.
    - o The third is rethinking public transportation as a city or county public entity, such as libraries, parks and emergency services (like police or fire) that is provided to residents at an indirect cost to them.
  - The Ad Hoc Committee consists of LA Metro and other agencies that are part of the Los Angeles County Municipal Operators Association (LACMOA).
  - This task force meets on a weekly basis and discusses regional challenges of implementing a fareless transit system
  - Internally, LBT has also created a team to undergo this study and assess a fareless system and its impact and magnitude on LBT's future
  - The Fareless System Initiative (or FSI) study priorities are:
    - o Funding opportunities and challenges
    - o Determining Agency costs - how much will it cost to go fareless?
    - o Impacts of Fareless Rides- what project expansions will transit
-

- agencies experience
- o Mitigation for Targeting or profiling customers such as Black, Indigenous and People of Color on each System
- o Increased ridership vs. challenges with unhoused customers or riders with no destination
- o Implementation process - will this be a phased approach or one time immediate implementation?

## 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:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

6. [20-078TR](#) Recommendation to approve the minutes of the regular session meeting held on October 22, 2020.

## REGULAR CALENDAR

7. 20-079TR 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.**

8. [20-080TR](#) Actuarial Valuation of Retirement Plans for Contract and Salaried Employees as of July 1, 2020. (Lisa Patton)

### INFORMATION ITEM

Ms. Patton presented the staff report.

Ms. Patton presented David Venuti, President, Venuti & Associates.

Mr. Venuti provided a presentation on LBT's Actuarial Valuation of Retirement Plans for Contract and Salaried Employees as of July 1, 2020.

**This TR-Agenda Item was received and filed.**

9. [20-081TR](#) Fiscal Year 2020 Retirement Plan Financial Statements for Contract and Salaried Employees. (Lisa Patton)

### INFORMATION ITEM

Ms. Patton presented the staff report.

**This TR-Agenda Item was received and filed.**

10. [20-082TR](#) Recommendation to adopt Long Beach Transit's 2020 Public Transportation Agency Safety Plan to comply with FTA's final rule in accordance with Federal Regulations (49 CFR Part 673). (Kenneth McDonald)

CEO McDonald presented the staff report.

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

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

11. [20-083TR](#)

Recommendation to authorize the President and CEO to enter into a contract with Urban Solar for the manufacturing and delivery of 47 solar-powered light-emitting diode (LED) light kits for bus stops along Orange Avenue and an additional 44 solar-powered LED light kits for bus stops along Santa Fe Avenue, for a total authorization amount not to exceed \$169,966. (Jim Scott)

Jim Scott, Executive Director/VP, Maintenance and Infrastructure, presented the staff report.

Chair Bentley read the following public comment from Padric Gleason Gonzales, a member of the public:

"I'm writing in support of this motion to enter into contract for solar-powered lighting along LBT-serviced routes. I also encourage the Board to consider other bus shelter design considerations, such as native plants/succulents/wild flowers on shelters, solar panels, rainwater capture/harvesting, public art displays, improved wayfinding, carbon-neutral materials, and public WiFi. If we improve the waiting experience by ensuring a safe and pleasant shelter, and if we turn shelters into a positive contribution to the community, then people are more likely to ride."

Director Gant expressed her support for the customer amenities upgrade and suggested LBT make bus stops more comfortable for its customers.

Discussion ensued regarding lighting on the selected routes and Board members expressed their support for this action.

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley



12. [20-084TR](#)

Recommendation to authorize the President and CEO to enter into a three-year contract with two, one-year options with Delta Motor Company, Inc., to perform the reconditioning of gasoline-electric hybrid bus electric drive bus components for a total authorization amount not to exceed \$615,118. ( Jim Scott)

Mr. Scott presented the staff report.

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

13. [20-085TR](#)

Recommendation to authorize the President and CEO to enter into a five-year contract with Downtown Long Beach Alliance for cleaning and monitoring services at the Transit & Visitor Information Center at a cost of \$1,207,396 with two, one-year options at \$255,130 for Option Year 1 and \$264,331 for Option Year 2, for a total authorization amount not to exceed \$1,207,396. (Jim Scott)

Mr. Scott presented the staff report.

Discussion ensued regarding the DBE process for this contract.

Director Gant requested a presentation on LBT's DBE policy, how LBT implements it, as well as all processes and solutions to meet future goals.

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

14. [20-086TR](#)

Recommendation to authorize the President and CEO to enter into a five-year contract with Global Paratransit, Inc., beginning March 1, 2021 for the provision of paratransit services for Dial-A-Lift at a total authorization amount not to exceed \$6,884,581. (Lee Burner)

Lee Burner, Executive Director/VP, Transit Service Delivery and Planning, presented the staff report.

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

**15. [20-087TR](#)**

Recommendation to authorize the President and CEO to enter into a contract with IBI Consulting for information technology and project management services for a total authorization amount not to exceed \$170,500. (Patrick Pham)

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

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

**16. [20-088TR](#)**

Recommendation to approve the Board of Directors meeting dates for Calendar Year 2021. (Ivette Dubois)

Ms. Dubois presented the staff report.

**This TR-Agenda Item was approve recommendation.**

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

**17. [20-090TR](#)**

Election of Officers. (Colleen Bentley)

Chair Bentley made a motion to postpone this item to the January 28, 2021 Board of Directors meeting.

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

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

18. Closed Session.

- 1) Discussion of Personnel Evaluation for  
Kenneth A. McDonald, President and CEO  
Pursuant to Cal. Gov. Code §54957 (b)(1)

The meeting went into closed session at 11:30 a.m.

The meeting reconvened.

Vincent Ewing, LBT's General Counsel, provided a report out on Board action during the Closed Session.

Mr. Ewing stated that the Board took action as follows during Closed Session:

Director Price made a motion to increase CEO McDonald's pay 4% as a merit based raise, retroactive to January 1, 2020, for Calendar Year 2019.

Vice Chair Clemson seconded the motion. The motion passed unanimously by the Board of Directors.

19. Board Requests.

There were no Board requests.

- 20. 20-089TR** Adjourn. The next regular meeting will be held on January 28, 2020.  
(Colleen Bentley)

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

**Yes:** 6 - Jeffrey Price, Sumire Gant, David Sutton, Adam Carrillo, Michael Clemson and Colleen Bentley

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 72 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.