

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

**THURSDAY, AUGUST 26, 2021  
VIA VIDEOCONFERENCE, 12:00 PM**

Michael Clemson, Chair  
David H. Sutton, Vice Chair  
Colleen Bentley, Secretary/Treasurer  
Abigail Mejia, Director  
Jeffrey Price, Director  
Sumire Gant, Director



Lea Eriksen, City Representative

Kenneth A. McDonald,  
President and Chief Executive Officer

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**BOARD MEETING VIA VIDEOCONFERENCE  
PURSUANT TO EXECUTIVE ORDER N-08-21 ISSUED BY  
GOVERNOR GAVIN NEWSOM**

**ZOOM MEETING ID: 968 3509 4308 (PASSWORD: 1963)**

**REGULAR MEETING – NOON**

1. Call to Order. (Michael Clemson)

Chair Clemson called the meeting to order at 12:03 p.m.

2. Roll Call. (Jen Flores)

**Commissioners** Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and  
**Present:** Michael Clemson

**Commissioners** Colleen Bentley  
**Excused:**

Chair Request.

Chair Clemson made a request to move all information items to the end of the meeting.

No objections were made.

Agenda was reordered to accommodate the request.

3. Public Comment.

Chair Clemson read a public comment from Wayne Wright, a member of the public.

Mr. Wright stated that he was disappointed that the public did not receive a chance to comment on the upcoming service expansion to the City of Carson.

Mr. Wright expressed his expectation that there would be major changes with the Carson routes in the future.

Mr. Wright thanked LBT for installing the Operator shields on all buses.

4. 21-060TR      Recommendation to adopt a resolution authorizing the President and CEO to submit a funding request to the California Department of Transportation for Senate Bill 1 State of Good Repair funds to obligate allocated funding for Long Beach Transit's capital projects in the amount of \$898,084. (Lisa Patton)

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

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

**Yes:** 5 - Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and Michael Clemson

**Excused:** 1 - Colleen Bentley

5. 21-062TR Recommendation to adopt a resolution authorizing the President and CEO to file an application and to execute a grant agreement with the Federal Transit Administration for \$42,864,434 under the American Rescue Plan Act (ARPA) of 2021. (Tracy Beidleman)

Tracy Beidleman, Manager, Government Relations, Capital Planning and Grants Program, presented the staff report.

Director Gant asked if the funds were already budgeted and were expected.

Ms. Beidleman confirmed the funds were included in the budget.

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

**Yes:** 5 - Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and Michael Clemson

**Excused:** 1 - Colleen Bentley

6. 21-063TR Recommendation to authorize the President and CEO to enter into a three-year contract with Allied Universal Security Services, for the provision of Security Officer and Transit Ambassador services at a cost of \$3,992,153 with two one-year options at \$1,410,068 for Option Year One and \$1,452,040 for Option Year Two, for a total authorization amount not to exceed \$6,854,261. (Lee Burner)

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

Director Gant stated that she was happy to be continuing with the Transit Ambassador program and hopes that the program continues to expand going forward.

Chair Clemson asked if the contract was the same level of service as the previous contract including the same number of employees and Transit Ambassadors.

Mr. Burner confirmed that the contract is the same level of service with the same amount of employees and Transit Ambassadors.

CEO McDonald clarified that there was an expansion to the contract in 2020, when four Transit Ambassadors were added to the contract.

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

**Yes:** 5 - Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and Michael Clemson

**Excused:** 1 - Colleen Bentley

7. 21-064TR Recommendation to authorize the President and CEO to enter into a three-year agreement with Nth Generation Computing, for the deployment of the Darktrace Cyber Security System, for an amount not to exceed \$234,360. (Patrick Pham)

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

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

**Yes:** 5 - Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and Michael Clemson

**Excused:** 1 - Colleen Bentley

8. 21-065TR Recommendation to authorize the President and CEO to enter into a contract with Zaretsky Engineering Solutions for building automated system upgrade services for \$365,552.43, with a contingency of \$50,000, for a total authorization amount not to exceed \$415,552.43. (Joanna Bould)

Ms. Patton presented the staff report.

Director Gant inquired why both firms were not interviewed.

Ms. Patton responded that Procurement deemed the first interview satisfactory and decided to move forward with the lowest bid.

Director Gant stated that a DBE goal should be set for every RFP that LBT issues.

Discussion ensued regarding DBE and SBE goal setting.

Vice Chair Sutton asked if any points were awarded for the interview.

CEO McDonald responded that points were not awarded for the interview, as the interview was conducted after the proposal evaluation and scoring were completed.

Vice Chair Sutton suggested that LBT staff consider adding the interview process to the awarded points criteria.

Director Gant stated there should be points awarded for an interview and it should be a policy.

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

**Yes:** 5 - Sumire Gant, Abigail Mejia, Jeffrey Price, David Sutton and Michael Clemson

**Excused:** 1 - Colleen Bentley

9. Employee Recognition. (Jen Flores)

Employees of the Month for August 2021:

Richard Hernandez, Transit Service Delivery and Planning

Patricio Cruz, Maintenance and Infrastructure

Irma Pamplona, Administrative Staff

**INFORMATION ITEM**

Jen Flores, Acting Board Secretary, presented the Employees of the Month for August 2021.

10. President and CEO Report. (Kenneth McDonald)

INFORMATION ITEM

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

CEO McDonald introduced and welcomed Elizabeth Brown, who joined LBT on August 16, 2021, as Executive Director/VP, Organizational Development and Administration.

CEO McDonald reported that LBT will be implementing a mandatory vaccine policy for new permanent, temporary and contract employees, effective October 1, 2021.

CEO McDonald stated that LBT had planned to resume in-person Board meetings in September, however due to the surge in COVID-19 cases, believes that it is prudent to continue with virtual meeting while Executive Order N-08-21 is still in effect.

CEO McDonald reported that the installation of the Operator barriers has been completed and LBT will resume fare collection beginning September 17 with AquaLink service and aboard buses on September 19.

LBT began informing customers of the scheduled date of fare collection on August 16 with the installation of window clings on all LBT buses, a Hello LBT alert and an updated Call Center playback message.

In conjunction with resuming fare collection, LBT will also begin a six-month promotional fare program to encourage customers to return to riding the LBT system. Customers can purchase 30-day, 5-day or 1-day discount passes through March 2022.

CEO McDonald gave an update regarding the City of Carson service expansion. LBT will be accepting public comments about the changes between August 16 and September 16.

CEO McDonald reported that LBT has been informed that ATU, which represents LBT's Operators and Mechanics, has voted 99% in favor and 1% against, to accept the agreement. AFSCME, which represents the Supervisors, has voted 84% in favor and 16% against, to accept the agreement.

The agreements reached with each Union consist of two-year contracts with a 3.5% wage increase in each contract year: July 1, 2021 - June 30, 2022 and July 1, 2022 - June 30, 2023.

Chair Clemson thanked and commended CEO McDonald for the work put into the contract

negotiations and reaching a favorable agreement for both sides.

CEO McDonald appreciated the recognition.

## **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 (11)**

Passed the Consent Calendar.

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

**Yes:** 3 - Abigail Mejia, David Sutton and Michael Clemson

**Abstain:** 2 - Sumire Gant and Jeffrey Price

**Excused:** 1 - Colleen Bentley

- 11. 21-058TR**      Recommendation to approve the minutes of the regular session meeting held on July 29, 2021.

## **REGULAR AGENDA**

- 12 21-059TR Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

Ms. Patton presented the monthly financial report.

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

13. 21-061TR Government Finance Officers Association (GFOA) Award. (Kenneth McDonald)

INFORMATION ITEM

CEO McDonald presented the staff report.

Director Gant stated that it was wonderful that LBT continues to receive this award for financial reporting.

Vice Chair Sutton congratulated LBT's financial staff.

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

14. Board Request.

Director Gant welcomed Ms. Brown to LBT.

Vice Chair Sutton stated that he was excited about Ms. Brown joining LBT.

15. 21-066TR Adjourn. The next regular meeting will be held on September 23, 2021. (Michael Clemson)

The meeting adjourned at 1:13 p.m.

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

**Yes:** 4 - Sumire Gant, Abigail Mejia, Jeffrey Price and David Sutton

**Excused:** 2 - Colleen Bentley and Michael Clemson

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 562.489.8486.

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