

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

**THURSDAY, SEPTEMBER 23, 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

**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 12:01 p.m.

2. Roll Call. (Jen Flores)

Commissioners Sumire Gant, Abigail Mejia, Colleen Bentley, David Sutton and

Present: Michael Clemson

Commissioners Jeffrey Price

Excused:

3. Employee Recognition. (Jen Flores)

Employees of the Month for September 2021:

Rodney Jones, Transit Service Delivery and Planning

Richard Uy, Maintenance and Infrastructure

Jamie Cervantes, Administrative Staff

INFORMATION ITEM

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

4. Public Comment.

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 due to a few concerning COVID-19 breakthrough cases, LBT continues to emphasize that all LBT employees remain vigilant in following safety protocols to protect themselves, coworkers, family and the communities around us, including; properly wearing a mask over mouth and nose and maintaining a six-foot physical distance from others while on LBT properties.

The agency continues to promote best practices to limit the spread of the virus, according to CDC guidance.

CEO McDonad reported that Governor Newson had signed Assembly Bill 361, which authorizes local agencies to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and will be in effect until January 1, 2024.

CEO McDonald stated that at this time it is in the best interest of the public health to continue holding LBT's Board meetings via videoconferencing.

CEO McDonald reported that LBT resumed fare collection on September 17 with the AquaLink service and aboard buses on September 19.

CEO McDonald Highlighted the major activities that were undertaken by the interdepartmental fare collection task force:

Installing operator barriers and training all operators and supervisors on how to use and clean them.

A member of the Paratransit Advisory Board conducted a test of boarding and alighting and provided feedback on the Operator Barriers.

Preparing the programming on the farebox and TAP for fare collection, as well as prepared our external partners who sell fare media.

Installing fare boxes on AquaLink water taxis.

Providing print and digital communication both internally and externally regarding the fare collection date and discounted passes.

CEO McDonald reported that the service changes also went into effect September 19.

CEO McDonald called on Vince Ewing, General Counsel, to provide a status update on the Board request to include a DBE goal on every solicitation.

Mr. Ewing spoke about California Proposition 209, which prohibits preferential treatment to, any individual or group on the basis of race, sex, color, ethnicity, or national origin in the operation of public contracting. This California law applies to DBEs and WBEs. Federal law is different, it allows DBEs, WBEs, SBEs to receive preferential treatment. Proposition 209 applies only to state and local agencies. It does not apply to the federal government. Federal minority or women participation programs may be applicable to projects within the State that are federally funded or otherwise subject to federal jurisdiction or control.

Secretary/Treasurer Bentley and Director Gant would prefer for LBT to set aspirational DBE goals even when state and local funds will be used.

Discussion ensued regarding feasibility of DBE goal setting.

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)

Passed the Consent Calendar.

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

Yes: 4 - Sumire Gant, Abigail Mejia, David Sutton and Michael Clemson

Abstain: 1 - Colleen Bentley

Excused: 1 - Jeffrey Price

6. [21-069TR](#) Recommendation to approve the minutes of the regular session meeting held on August 26, 2021.

REGULAR CALENDAR

7. [21-070TR](#) Monthly Financial Report. (Lisa Patton)

INFORMATION ITEM

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

Secretary/Treasurer Bentley asked a question regarding how the increased hiring is going.

Ms. Patton replied that Elizabeth Brown, Executive Director/VP of Organizational Development and Administration is working to ramp up hiring.

CEO McDonald added that LBT is on target in the mechanical, utility and custodial areas. There is a shortage of 45 Operators which is the biggest focus for LBT. LBT is looking to hire 30 - 40 Operators by the end of this fiscal year for LBT to be able to provide services.

This TR-Agenda Item was received and filed.

8. [21-071TR](#) Recommendation to authorize the President and CEO to enter into a contract with La Canada Design Group for Design Development through Construction Administration services for \$349,702.16. (Lisa Patton)

Ms. Patton presented the staff report.

Director Gant asked when LBT plans to move to the building.

CEO McDonald replied that LBT is planning to bring an item to the Board for construction services. Due to the activity involved in construction services, LBT is looking at July for a move-in date.

Director Gant inquired about tenants.

CEO McDonald stated that there has been activity regarding leasing opportunities that have presented themselves in the past few weeks. However, there are no tenants at this time.

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

Yes: 5 - Sumire Gant, Abigail Mejia, Colleen Bentley, David Sutton
and Michael Clemson

Excused: 1 - Jeffrey Price

9. [21-072TR](#) Recommendation to authorize the President and CEO to enter into a contract with Sirius Computer Solutions, Inc., to deploy the network infrastructure at LBT's new corporate office for \$600,840, with a 10% contingency of \$60,084, for a total authorization amount not to exceed \$660,924. (Patrick Pham)

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

Director Gant asked how the 19% SBE goal was set.

CEO McDonald responded the Kellie Irving, Manager, Regulatory Compliance and Civil Rights, takes the number of available companies in the market based on NACIS code. Then looks at the total dollars that are being spent, the number of vendors that are available and inputs the numbers into a established formula to produce the percentage goal.

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

Yes: 5 - Sumire Gant, Abigail Mejia, Colleen Bentley, David Sutton and Michael Clemson

Excused: 1 - Jeffrey Price

10. [21-073TR](#)

Recommendation to authorize the President and CEO to enter into a three-year agreement with the City of Carson to provide Fixed Route services. (Kenneth McDonald)

CEO McDonald presented the staff report.

Chair Clemson read a public comment from Kim Turner, Transit Director with Torrance Transit.

Ms. Turner's letter stated that Torrance Transit staff had met with Long Beach Transit staff to discuss the proposed new service in Carson. The two agencies had mutually developed a possible resolution to the matter that is pending final review and approval by all parties.

Ms. Turner hopes to conclude this matter before the proposed start date of the new service on September 26, 2021.

Ms. Turner thanked the Board for the opportunity to address this matter.

Secretary/Treasurer Bentley asked for clarification regarding Torrance Transit's position.

CEO McDonald clarified that Torrance Transit was concerned about the possible duplication of services.

CEO McDonald stated that once the solution has been approved by Carson, if there are any changes CEO will return to the Board.

Discussion ensued regarding California State University, Dominguez Hills and establishing a program for students to receive passes.

Director Gant inquired about the use of the Carson buses and the use of electric buses on the expended routes.

CEO McDonald stated that LBT would not be using Carson buses and the intent was for LBT to run the electric buses as they are received.

Discussion ensued regarding California State University, Long Beach pass program.

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

Yes: 5 - Sumire Gant, Abigail Mejia, Colleen Bentley, David Sutton and Michael Clemson

Excused: 1 - Jeffrey Price

11. Board Request.

Director Gant requested an update regarding how this is impacting LBT financially to carry an empty building.

CEO McDonald stated that LBT had a two year plan to upgrade the building to a state of readiness for occupation.

12. [21-074TR](#) Adjourn. The next regular meeting will be held on October 28, 2021. (Michael Clemson)

The meeting adjourned at 1:02 p.m.

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, Colleen Bentley, David Sutton and Michael Clemson

Excused: 1 - Jeffrey Price

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.