

MINUTES OF THE MARCH 2, 2020 LAVTA BOARD MEETING AGENDA

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair David Haubert at 4:02pm

2. Roll Call of Members

Members Present

David Haubert – City of Dublin

Melissa Hernandez – City of Dublin (arrived at 4:03pm)

Kathy Narum – City of Pleasanton

Karla Brown – City of Pleasanton

Bob Woerner – City of Livermore

Members Absent

Jerry Pentin – City of Pleasanton

Bob Coomber – City of Livermore

Scott Haggerty – County of Alameda

3. Meeting Open to Public

[Melissa Hernandez, from City of Dublin, arrived during Meeting Open to Public.]

Julie Hopkins

Julie Hopkins works for the Livermore Area Recreation and Park District and runs a program at Smith Elementary School during the summer with children. Julie Hopkins supports LAVTA's Free Fare summer proposal presented in Agenda Item 7 and stated that children do not always get many opportunities to get offsite during the summer months, and a Fare Free program would enhance the District's ability to do more activities with children over the summer. Julie Hopkins thanked the Board and hopes Fare Free will move forward.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the February 3, 2020 Board of Directors meeting.

B. Treasurer's Report for January 2020

The Board of Directors approved the January 2020 Treasurer's Report.

C. Pleasanton BRT 10R Corridor Enhancement Project Real-Time Sign Purchase

The Board of Directors approved Resolution 07-2020 to authorize the Executive Director to execute an Agreement between LAVTA and Trapeze Software Group to purchase 19 real-time passenger information signs for the Pleasanton BRT Corridor Enhancements Project to be deployed along the 10R corridor in Pleasanton.

Approved: Woerner/Narum

Aye: Narum, Woerner, Brown, Haubert, Hernandez
No: None
Abstain: None
Absent: Pentin, Coomber, Haggerty

5. Alternate Appointment of LAVTA Board Member to Innovate 680

The Board of Director appointed Melissa Hernandez to become the alternate for the Innovate 680 Policy Advisory Committee.

Approved: Haubert/Narum
Aye: Narum, Woerner, Brown, Haubert, Hernandez
No: None
Abstain: None
Absent: Pentin, Coomber, Haggerty

6. Reclassification of Manager of Customer Service and Contract Oversight to Director of Operations and Innovation

Executive Director Michael Tree informed the Board of Directors that LAVTA's Manager of Customer Service and Contract Oversight resigned and will now be working at SamTrans. It was noted that this is an important position that oversees the fixed route and paratransit contracts, the shared autonomous vehicle contract, the TNC contracts, and the customer service and IT teams. LAVTA felt that enhancing the title to Director of Operations and Innovation would receive a better applicant pool with more experience. LAVTA is proposing a reclassification and job title change. The salary band would be about a \$2,000 difference and LAVTA is able to handle the increase within our current budget without amending the budget.

The item was discussed by the Committee Members and staff. Alternate Director Kathy Narum requested an adjustment to the position description "Specific Duties and Responsibilities" Innovation section from 20% to 25% and lower the Customer Service section from 20% to 15%. Vice Chair Bob Woerner stated he is in favor of the changes and requested LAVTA to track the employee's value.

The Board of Directors approved reclassification and job title change of Manager of Customer Service and Contract Oversight to Director of Operations and Innovation.

Approved: Brown/Woerner
Aye: Narum, Woerner, Brown, Haubert, Hernandez
No: None
Abstain: None
Absent: Pentin, Coomber, Haggerty

7. Executive Director's Report

Executive Director Michael Tree informed that the fixed route ridership is increasing and in February was estimated to be about 15%, but it was actually 18.2% over the previous year. Weekend ridership is also increasing and that is probably a reflection of Las Positas students and high school students utilizing the service more. Executive Director Michael Tree noted that staff is continuing work on fare free for Summer 2020. The Projects and Services Committee

will see a second staff report regarding fare free information in March and then a staff report will be brought to the Board of Directors in April for consideration. Executive Director Michael Tree announced that the Shared Autonomous Vehicle (SAV) event for March 6, 2020 was canceled, due to an incident in Columbus, Ohio and all passenger travel on SAVs is suspended nationwide for the foreseeable future until the issues can be addressed. Staff also provided a brief update on the Dublin parking garage and informed the project is delayed, due to the funding agreement between LAVTA and Caltrans.

The item was discussed by the Committee Members and staff.

This was informational only.

8. Matters Initiated by the Board of Directors

Vice Chair Bob Woerner explained that Trish Munro is exploring shuttles for downtown Livermore and asked who Trish Munro should talk to about that concept. Staff informed that Director Planning and Marketing Tony McCaulay would be the best point of contact. Vice Chair Bob Woerner also noted the press conference in San Francisco regarding the coronavirus and asked if staff had any thoughts regarding the virus. Executive Director Michael Tree informed that this subject has been discussed in Management Meetings and that they are staying informed. Caltip provided LAVTA guidance in regards to sanitation for buses and drivers. Vice Chair Bob Woerner requested LAVTA to provide an update on virus preparedness at the next Board of Directors meeting in April. Director Melissa Hernandez suggested wiping down buses twice daily (morning and night) and to use CaviWipes with masks and gloves.

9. Next Meeting Date is Scheduled for: April 6, 2020

10. Adjournment

Meeting adjourned at 4:40pm.