

EASTERN SIERRA TRANSIT AUTHORITY

Minutes of Friday July 17, 2009

The Board of Directors of the Eastern Sierra Transit Authority, State of California, met at 10:00 a.m. on Friday July 17, 2009 at the Town of Mammoth Lakes Council Chambers, Suite Z, Mammoth Lakes, California. The following members were present: Jeff Griffiths, Skip Harvey, Susan Cash, Vikki Bauer, David Stottlemire, Linda Arcularius, John Eastman and Byng Hunt. Director Stottlemire led the pledge of allegiance.

- Public Comment The Chairperson opened the public comment period at 10:06 a.m. David Caravantes, AFSCME representative, reported to the Board concerns expressed to him from drivers of the Red's Meadow shuttle. Mr. Caravantes informed the Board that he had requested a meeting with Mr. Helm to discuss these issues. There was no one else from the public wishing to address the Board. Public comment was closed.
- Operations Report Executive Director, John Helm gave the Operations Report for the month of June. Overall ridership was down nearly 5% compared to June 2008. The Red's Meadow shuttle is doing well and fare revenue is in-line with projections.
- Treasurer's Report Treasurer, Auditor/Controller, Brad Koehn gave the Treasurer's Report for the month of June. There are sufficient funds to meet the next 30 days of obligations. All lines of credit have been repaid and it appears that interest may have been slightly overpaid to the jurisdictions. Revenues and expenditures are in-line with what is expected. Mr. Koehn informed the Board that the fiscal year-end June statement would not be finalized until after the end of August.
- Approval of Position
Classification Mr. Helm reported to the Board that ESTA has been awarded a grant for Mobility Management, which will be funded in the 2009/10 fiscal year. This program will require significant additional administrative duties. Most of the duties will be performed by existing staff. It will be necessary to add a clerical position to address the ongoing clerical duties currently provided by existing staff. Moved by Director Hunt and seconded by Director Harvey to approve the addition of a new clerical position, Account Clerk I, to the Eastern Sierra Transit Authority Salary Matrix, contingent upon New Freedoms funding. Motion carried 8-0.
- Policy on Retention of
Meeting Recordings Mr. Helm reported that ESTA does not currently have a policy relative to the retention of tape recordings of meetings. Mr. Helm stated that it would be practical for the Authority to adopt a policy governing the matter. Moved by Director Eastman and seconded

by Director Cash to approve a policy calling for tape recordings of the meetings to be destroyed 180 days after the approval of the minutes of the meeting that the tape records. Motion carried 8-0.

Mammoth Express Schedule Change

Mr. Helm reported that public hearings were conducted in Bishop and Mammoth Lakes regarding a change in the Mammoth Express schedule. The proposed change would allow for a mid-day trip between Bishop and Mammoth and reduce the redundancy of service in the evening from Mammoth to Bishop. Several written comments were also received. Regular riders of the Mammoth Express are opposed to change in the schedule due to the fact that the current schedule works well for them. Moved by Director Eastman and seconded by Director Hunt to send back to staff to re-evaluate and for staff to make a decision regarding a schedule change allowing for a mid-day run, with a preference of the Mammoth Express leaving Mammoth no later than 5:30 p.m. Motion carried 7-1. The Board requested staff seriously take into account the desires of current riders when preparing a new schedule.

Clarification of ESTA's Mission, Values & Goals

Chairman Griffiths led the discussion on clarification of ESTA's mission, values & goals. The Board agreed to address the level of service desired for paratransit service. After a lengthy discussion the Board agreed to direct staff to create a policy for dial-a-ride based upon door-to-door service. Moved by Director Bauer and seconded by Director Arcularius to direct staff to develop a door-to-door policy which; includes allowing the door to be opened, encourages coordination with businesses and social service agencies, continues to encourage employees to refer customers as needed to social service agencies, and, includes training for staff in appropriate methods of assistance. Motion carried 8-0.

The Board agreed to discuss at the August meeting the following questions relative to the clarification of the organization's Mission:

1. What is the most important core competency we have (want to develop) as an organization?
2. What do we want ESTA to be best known for in 5 years
3. If we had a sustainable revenue source, what would the mission look like in terms of actual routes, methods of transportation and services?
4. If we had a 30% increase in current budget, what would the mission look like in terms of actual routes, methods of transportation and services?
5. If we had a 30% decrease in current budget, what would the mission look like in terms of actual routes, methods of transportation and services?

6. Articulate very clearly the mission of ESTA, which sets the stage/ paints a picture of the answers to the questions above.

Reports

Director Hunt reported that he rode the transit services in the Town of Mammoth last week and it was a very enjoyable experience.

Director Bauer gave an update on the Surface Transportation Authorization Act.

Director Arcularius updated the Board that until a budget is adopted, the Inyo County Financial Advisory Committee was not able to authorize a line of credit.

Director Harvey mentioned that the Mobility Commission was meeting downstairs to update the mobility plan for the Town of Mammoth. Mr. Harvey invited everyone to stop by and check it out.

Chairman Griffiths reported that the City of Bishop approved the line of credit to ESTA.

Mr. Helm gave several reports to the Board;

- 1) As requested last month to continue communication with drivers, a memo was distributed to employees recapping the June Board meeting. On June 24, Mr. Helm met with the CREST drivers; as a result there was a minor change in the departure time from Reno. On June 30, Mr. Helm held a town hall style meeting focusing on the level of service provided. On July 8, Mr. Helm met with the Red's Meadow drivers; concerns were raised regarding the schedule and work shifts. As a result the schedules were redesigned to try and accommodate the wishes of the drivers.
- 2) An auction was held for surplus vehicles. Two vehicles were purchased by a local private shuttle service operator.
- 3) A meeting was held with Mammoth schools and a follow up meeting is scheduled for today in regards to proposed cuts to school transportation. A call is in also to meet with Bishop schools. ESTA is trying to be proactive so as to avoid an overwhelming situation.
- 4) The CTA suit against the State ruled in favor of CTA.
- 5) The Town of Mammoth transit passenger survey comments are coming in and include a number of positive comments about drivers.

Closed Session

Open session was recessed at 12:36 p.m., to convene in closed session with all Board Members present, to consider Agenda Item No. 13a. Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6). Representatives; John Helm. Bargaining group ESTA Management & Confidential Employees Association, and, Agenda Item No.13b. Conference with Legal

Counsel. - Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 of the Government Code.

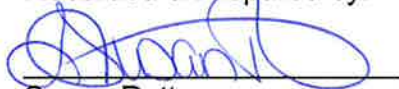
Report on Closed Session

Closed session was recessed at 1:35 p.m. to reconvene in open session to receive a report on closed session with all Board Members present. There were no items discussed in closed session, which were required by law to be reported on in open session.

Adjournment

The Chairperson adjourned the meeting at 1:35 p.m. The next regular meeting of the Eastern Sierra Transit Authority Board of Directors is to be held on Friday August 21, 2009 in Bishop at 10:00 a.m.

Recorded & Prepared by:



Susan Rottner
Board Clerk
Eastern Sierra Transit Authority

Minutes approved: **August 21, 2009**