

**MINUTES OF THE NOVEMBER 2, 2020 ZOOM TELECONFERENCE**  
**LAVTA BOARD OF DIRECTORS MEETING**

**1. Call to Order and Pledge of Allegiance**

Meeting was called to order by Board Chair Bob Woerner at 4:02pm.

Board Chair Bob Woerner informed the public that LAVTA's meeting is being conducted according to the COVID-19 rules that are detailed at the beginning of the agenda explaining why this is a Zoom teleconference and stated the Pledge of Allegiance will be dispensed.

**2. Roll Call of Members**

**Members Present**

David Haubert – City of Dublin  
Melissa Hernandez – City of Dublin  
Scott Haggerty – County of Alameda  
Jerry Pentin – City of Pleasanton  
Karla Brown – City of Pleasanton  
Bob Woerner – City of Livermore  
Bob Coomber – City of Livermore

**3. Meeting Open to Public**

No comments.

**4. September Tri-Valley Accessible Advisory Committee Minutes**

Chair Herb Hastings of the Tri-Valley Accessible Advisory Committee (TAAC) reported on the minutes of the September 2, 2020 TAAC Zoom teleconference meeting. Discussed at the TAAC meeting was Paratransit Operations and Maintenance RFP, One Seat Regional Ride Pilot Program, East Bay Regional Center and COVID-19, Shared Autonomous Vehicle (SAV) update, Para-Taxi Debit Card Pilot Program update, and service updates and concerns. Herb Hastings noted TAAC Members didn't have issues or concerns at this meeting.

Chair Bob Woerner requested Staff to inform how to sign-up to ride the SAV. Executive Director Michael Tree explained that the customer would sign-up by going to the SAV webpage and click on a link that will take the customer to a software program that allows them to reserve a date and time. LAVTA is hopeful SAV rides will start on November 6, 2020. Herb Hastings requested what the SAV service range is. Chair Bob Woerner directed Herb Hastings to contact LAVTA Staff regarding his request.

**5. Consent Agenda**

**Recommend approval of all items on Consent Agenda as follows:**

**A. Minutes of the September 14, 2020 Board of Directors meeting.**

**U B. Treasurer's Report for August 2020 and September 2020**

The Board of Directors approved the LAVTA Treasurer's Report for August 2020 and September 2020.

**C. Adoption of Updated Conflict of Interest Code**

The Board of Directors approved and reviewed the attached conflict of Interest Code, including Appendix of Designated Officials and Employees, which has been updated to reflect LAVTA's current staffing and organization. Resolution 30-2020.

**D. Staff Proposed Revision to Adopted Fare Increase Timeline**

The Board of Directors approved a revised implementation date for two fare increase categories previously approved for implementation on January 1, 2021 and recommends that the Board delay the implementation of these proposed changes to January 1, 2022.

**E. Revised Resolution in Support of Participation in the Metropolitan Transportation Commission's Clipper START! Pilot Program**

The Board of Directors authorized the Executive Director to provide the Metropolitan Transportation Commission (MTC) with a revised resolution indicating LAVTA's desire to participate in MTC's Clipper START! pilot program. Resolution 31-2020.

Approved: Brown/Haggerty

Aye: Pentin, Woerner, Brown, Haggerty, Coomber, Haubert, Hernandez

No: None

Abstain: None

Absent: None

**6. Fiscal Year 2020 Comprehensive Annual Financial Report (CAFR)**

David Alvey of Maze and Associates highlighted select pages of the FY2020 Draft Comprehensive Annual Financial Report (CAFR) noting that there were no findings. David Alvey informed that there were no new accounting standards or government accounting standards for pronouncements that came into effect this year and explained in March GASB gave a one year extension on all GASB, due to COVID-19.

The item was discussed by the Board of Directors, staff, and the presenter. Director Scott Haggerty asked how long LAVTA keeps auditors and how long the current auditor has been on contract with us. Staff informed auditors are kept three years and believe there are four option years. Staff also informed they believe LAVTA went out to bid in 2017, so this would be the last of contract years and next year would be an option year. Staff noted that option years on this contract would come to the Board for approval. David Alvey explained that it is written in Government code starting in 2015 that every six years the audit partner must be taken off regardless and they comply with that.

The Board of Directors accepted the Comprehensive Annual Financial Report (CAFR), and direct staff to submit the CAFR to the Government Finance Officers Association (GFOA) for award.

Approved: Pentin/Haggerty

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

**7. Set Board of Director Meeting Dates for 2021**

The Board of Directors adopted the above meeting calendar for 2021.

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

**8. Executive Director's Report**

Executive Director Michael Tree informed that most of the Executive Director's Report was discussed at the Projects and Services Committee meeting. Executive Director Michael Tree noted that LAVTA fare collection resumed on October 1, 2020 and that ridership is around 1,350 fixed route and 45 Paratransit rides per day. Executive Director Michael Tree explained LAVTA works hard to have passengers use masks on our buses, we disinfect every night, and during the day disinfect high touch areas. LAVTA has four Public Service Announcements (PSA) on KKIQ regarding health safety measures LAVTA implemented. Executive Director Michael Tree acknowledge receiving The Transit Agency of the Year Award at the APTA ceremony and the good work the agency Staff and Board are doing. Executive Director Michael Tree announced that starting on November 16, 2020 LAVTA anticipates giving rides to the public on LAVTAs SAV and we are looking at a next generation of autonomous vehicles that currently have operating speeds of 25-30 mph. Lastly, Executive Director Michael Tree provided a brief update on the Pleasanton Corridor Enhancement Project.

The item was discussed by the Board of Directors and staff. Director Scott Haggerty inquired how much the next generation autonomous vehicle costs and if LAVTA is ready to submit a grant to the Air District. Executive Director Michael Tree informed that the next generation autonomous vehicles cost around \$300,000 per unit and that LAVTA has a business plan for the grant submission.

**9. Adjourn to CLOSED SESSION**

Meeting adjourned to closed session at 4:17pm

**10. Closed Session pursuant to Government Code Section 54957(b):  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Executive Director**

**11. Closed Session pursuant to Government Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATOR  
Agency Representative: Michael Conneran, Legal Counsel  
Unrepresented Employee: Executive Director**

**12. Reconvene to OPEN SESSION**

Meeting reconvened at 4:54pm.

Legal Counsel Michael Conneran stated no reportable actions were taken, but due to WebEx technical difficulties requested a new closed session to continue discussions.

Meeting adjourned a second time to closed session at 4:56pm.

Meeting reconvened a second time at 5:11pm.

Legal Counsel Michael Conneran stated the Board of Directors met in closed session concerning the evaluation and contract negotiations with the Executive Director and has now returned to open session to consider any modifications to his employment contract.

**13. Consideration of Amendment to Employment Agreement with Executive Director Michael Tree**

Director Scott Haggerty informed that the Board discussed Executive Director Michael Tree's ability to run LAVTA and the accolades he has brought to our agency in the last few years like the latest Northern America Transit Association of the Year award. Director Scott Haggerty explained that in most circumstances Executive Director Michael Tree would be due a raise for his latest achievement, but Executive Director Michael Tree would like to forgo a raise this year for the ability to run the agency during COVID-19.

The Board of Directors approved an amendment to Michael Tree's employment contract to be extended by one year through December 1, 2023 and that he be provided with a \$10,000 professional development allowance.

Approved: Haggerty/Coomber

Aye: Pentin, Woerner, Brown, Haggerty, Coomber, Haubert, Hernandez

No: None

Abstain: None

Absent: None

**14. Matters Initiated by the Board of Directors**

None.

**15. Next Meeting Date is Scheduled for: December 7, 2020**

**16. Adjournment**

Meeting adjourned at 5:21 pm.