

MINUTES OF THE JANUARY 25, 2021 ZOOM TELECONFERENCE
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Melissa Hernandez called the meeting to order at 4:01pm.

Chair Melissa Hernandez bypassed the Pledge of Allegiance, due to this being a Zoom teleconference meeting.

2. Roll Call of Members

Members Present

Kathy Narum (Alternate), City of Pleasanton

Melissa Hernandez, City of Dublin

Members Absent

Vacant, City of Livermore

Chair Melissa Hernandez stated that there is a COVID-19 advisory on why this is a Zoom Meeting and information can be found on the agenda.

3. Meeting Open to Public

No comments.

4. Minutes of the October 27, 2020 Meeting of the F&A Committee

Approved: Narum/Hernandez

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: None

5. Treasurer's Report for November 2020 and December 2020

The item was discussed by the Committee Members and staff. Committee Alternate Member Kathy Narum informed staff that California State Treasurer's amounts for the December 2020 statement had no increase in the ending balance and wanted to know if they are not getting interest until they are redeemed. Staff responded that these are quarterly interest and provided the 1st quarter of 2021 interest amount (\$12,642.9). Staff noted that this quarter should be roughly the same (maybe a little more, due to interest rates rising).

The Finance and Administration Committee recommended forwarding the November 2020 and December 2020 Treasurer's Report to the Board for approval.

Approved: Narum/Hernandez

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: None

6. 2021 Legislative Program

Staff briefed the Finance and Administration Committee on the direction staff is suggesting LAVTA take in supporting and protecting LAVTA's interests regarding legislative issues in 2021. Staff explained that LAVTA's Legislative Program framework is similar to past years, but there have been some major changes: 1. COVID-19 pandemic is impacting transit across the country, revenue sources, ridership, and planning; 2. Shift of power balance in Washington, D.C.

The item was discussed by the Committee Members and staff.

The Finance & Administration Committee referred Resolution 04-2021 affirming LAVTA's 2021 Legislative Program to the Board of Directors for approval.

Approved: Narum/Hernandez

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: None

Director of Finance Tamara Edwards requested to move back to Agenda Item 5 Treasurer's Report and explained that she reconciles the LAIF statement to the LAIF account once a year (completed in June 2020). The 4th Quarter was booked incorrectly and will be updated for the Board Treasurer's Report, so the Treasurer's Report number and what is in the bank account match.

7. Evaluation of Paratransit Services

Staff updated the Finance and Administration Committee on the Evaluation of Paratransit Services. Staff provided a PowerPoint presentation that informed the Committee of the background of paratransit service and timeline of the Request for Proposal (RFP), including the alternative option of entering into an MOU with Central Contra Costa Transit Authority (CCCTA). Staff also recapped the last Board meeting and gave an overview of potential cost savings, branding, and management/governance. Staff informed that all Pleasanton Paratransit Services (PPS) will shift to LAVTA on February 1, 2021 and they do not anticipate capacity issues with CCCTA. LAVTA and City of Pleasanton will coordinate outreach and educate existing PPS passengers of changes. Staff concluded the PowerPoint by pointing out key changes and benefits to a pilot program with CCCTA.

The item was discussed by the Committee Members and staff.

The Finance and Administration Committee forwarded a recommendation to the Board of Directors to authorize Executive Director to reject all proposals from RFP 2020-04 for Paratransit Operations and Maintenance, and enter into a Memorandum of Understanding (MOU) with Central Contra Costa Transit Authority (CCCTA) to establish a 15-month pilot where LAVTA will share CCCTA's paratransit contractor in an effort to more efficiently achieve common goals toward a more seamless paratransit program.

Approved: Narum/Hernandez
Aye: Hernandez, Narum
No: None
Abstain: None
Absent: None

8. Preview of Upcoming F&A Committee Agenda Items

9. Matters Initiated by Committee Members

Committee Alternate Member Kathy Narum requested a copy of the CAFR and budget. Staff responded they will send the CAFR and modified budget.

10. Next Meeting Date is Scheduled for: February 23, 2021

11. Adjourn

Meeting adjourned at 4:38pm