

**COMMITTEE OF THE WHOLE
LASSEN TRANSIT SERVICE AGENCY**

September 12, 2016

(1) CONVENE:

Vice Chair Garnier convened a Committee of the Whole at 1:35 p.m. in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Commissioners Present: Garnier, Wilson, and Chapman.

Commissioners Absent: Albaugh, DeBoer, and Hemphill.

Others Present: Tamara Rich, Caltrans District 2; Dan Newton, City of Susanville; Jim Mackay, Susanville Indian Rancheria; Cynthia Raschein, Kelly Mumper, LTSA Staff

Due to lack of quorum, LTSA convened as a “Committee of the Whole”, which allows reports and public comments to be heard, but no action will be taken.

1.1 **Agenda Approval:** No action due to lack of quorum.

1.2 **Minutes Approval:** No action due to lack of quorum.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) NEW BUSINESS

3.1 **Paratransit Operations Contract:** Ms. Scheffer reviewed information as presented in packets and stated that their goal is to attract a high caliber level of employees.

Mr. Wilson asked for clarity regarding wage variance. Ms. Scheffer replied that the wage quoted was the average of all drivers.

Mr. Chapman asked if a breakdown of wages and step increases could be reported at the next meeting. Ms. Scheffer said that information will be provided.

Ms. Scheffer stated that Paratransit’s commitment to shared employee financial responsibility is important to them and that they have absorbed many financial responsibilities on their own already.

This item was tabled until next meeting with no discussion or action due to lack of quorum.

3.2 **Security Lighting Bid Award:** Mr. Wilson asked why the security lighting, bus lift and exhaust system bids have been broken up and not bid as a whole. Mr. Mumper said that contractor specialists are needed for each.

Mr. Wilson asked if there will be any need for contractor bids on other projects. Mr. Mumper replied that there will be one more for shop heaters.

Discussion was held confirming that funds for the heating project have already been budgeted. It was agreed to analyze cost and labor for heating project to ascertain any need to promote a request for bid and need for a contract. It was also agreed to place this item on the agenda for discussion at the next meeting.

This item was tabled until next meeting with no discussion or action due to lack of quorum.

3.3 **Bus Lift Bid Award:** Tabled until next meeting with no discussion or action due to lack of quorum.

3.4 **Maintenance Bay Exhaust System Bid Award:** Tabled until next meeting with no discussion or action due to lack of quorum.

3.5 **Extend DAR Service:** Tabled until next meeting with no discussion or action due to lack of quorum.

(4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** None.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Leal reviewed information as provided in packets.

Mr. Chapman asked for an update regarding Westwood shopping ridership. Mr. Leal said it was not being used, but that he was working on scheduling a meeting with apartment management. Mr. Chapman suggested local business outreach.

Mr. Leal included that LRB will provide charter service for the Rotarians on September 14, 2016, and stated that fire updates are provided to LRB regularly and that evacuation plans have been discussed should the need arise.

4.3 **Matters brought forth by the Agency:** After a brief discussion, it was agreed to hold a LTSA Special Meeting on October 3, 2016.

4.4 **Set date for the next Special Agency Meeting for October, 3, 2016.**

4.5 **Adjournment:** 2:11 p.m.