

LASSEN TRANSIT SERVICE AGENCY

May 10, 2021

(1) **CONVENE:**

LTSA's Regular Meeting convened at 1:01 p.m. by Chairman Hemphill, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Hemphill, Albaugh, Schuster, Herrera, and McCourt.

Commissioners Absent: Hammond.

Others Present: Nathan Root, Paratransit; John Clerici, LCTC; Penny Artz (by phone), Lassen Senior Services; Richard Egan, City of Susanville; Lassen County; Pete Heimbigner, Cheryl Strange, and David Knaut, LTSA Staff.

1.1 **Pledge of Allegiance.**

1.2 **Agenda Approval:** On a first by Mr. Herrera, second by Ms. Schuster, it was unanimously passed to approve the agenda.

1.3 **Minutes Approval:** On a first by Mr. Albaugh, second by Mr. Herrera, it was unanimously passed to approve the March 15, 2021, minutes.

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) **NEW BUSINESS**

3.1 **Agreements with Lassen Senior Services:** Mr. Knaut reviewed information as provided in packets, which included a detailed history.

Discussion was held regarding meal delivery, driver manifests, contract termination timeframes, and future agreement options.

On a first by Mr. Albaugh, second by Ms. Schuster, it was unanimously agreed to terminate maintenance agreement with Lassen Senior Services, and direct staff to work on new operation agreement with LSS.

Additional direction was given to staff to follow and implement results of the May 10, 2021, LCTC meeting.

3.2 **Lassen Rural Bus routes in FY 2021/22:** Mr. Knaut reviewed information as presented in packets.

Discussion was held regarding status of current ridership as affected by COVID-19. It was agreed to revisit route modification as COVID-19 restrictions change.

Direction was given to staff to implement their route recommendation of continuing the “Express” City of Susanville route and to eliminate the West County Extension route along Richmond Road and the East County route due to lack of ridership.

(4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** Mr. Knaut addressed recent quorum issues and reminded the directors to contact alternates if they cannot attend.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Root reported on the following areas of LRB operations and activity:

- Report on LRB activity
- Report of maintenance activity of the LRB fleet
- Report on condition of the fleet vehicle HVAC systems

4.3 **Matters brought forth by the Agency:** None.

4.4 **Set date for the next Regular Agency Meeting for June 21, 2021, at 1:00 p.m.**

4.5 **Adjournment:** 1:46 p.m.