

LASSEN TRANSIT SERVICE AGENCY

November 9, 2020

(1) CONVENE:

LTSA's Regular Meeting convened at 1:01 PM by Chairman Hemphill, at the Susanville Veterans Hall, 1205 Main Street, Susanville, CA.

Commissioners Present: Hemphill, Schuster, Hammond, and Teeter.

Commissioners Absent: Herrera, and McCourt.

Others Present: Caleb Schortz, Paratransit; Penny Artz (by phone), Lassen Senior Services; John Clerici, LCTC; Richard Egan, Bob Burns, Lassen County; Pete Heimbigner, Cheryl Strange, and David Knaut, LTSA Staff.

1.1 **Agenda Approval:** On a first by Mr. Hammond, second by Mr. Teeter, it was unanimously passed to approve the agenda.

1.2 **Minutes Approval:** On a first by Mr. Hammond, second by Mr. Teeter, it was passed to approve the September 14, 2020, minutes.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) NEW BUSINESS

3.1 **Contract Partner's Operating Services Performance Reports:** Mr. Knaut reviewed information as provided in packets.

Penny Artz with Lassen Senior Services, and John Williams with Williams & Company PC joined by conference call to answer questions.

Discussion was held regarding the audit, county liability, findings, revised reporting, and projected outcome.

It was agreed to monitor the audit for satisfaction of the Lassen Senior Services and Lassen Transit Service Agency continued collaboration.

(4) OTHER BUSINESS

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

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz 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 January 11, 2021, at 1:00 p.m.**

4.5 **Adjournment:** 1:25 p.m.