

LASSEN TRANSIT SERVICE AGENCY

May 14, 2018

(1) CONVENE:

LTSA's Regular Meeting convened at 1:57 PM by Chairman Teeter, in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Commissioners Present: Hemphill, Garnier, Wilson, Hammond, Franco, and Teeter.

Commissioners Absent: None.

Others Present: Dan Newton, City of Susanville; Tamara Rich, Caltrans; Ron Leal, Paratransit; Larry Millar, David Knaut, and Cheryl Strange, LTSA Staff.

- 1.1 **Agenda Approval:** On a first by Ms. Garnier, second by Mr. Hammond, it was unanimously passed to approve the agenda.
- 1.2 **Minutes Approval:** On a first by Mr. Hemphill, second by Mr. Wilson, it was unanimously passed to approve the March 12, 2018, minutes.
- 1.3 **Minutes Approval-Special Meeting:** On a first by Mr. Hemphill, second by Mr. Wilson, it was passed to approve the April 9, 2018, minutes. Ms. Garnier abstained.

(2) CORRESPONDENCE / PUBLIC COMMENT

- 2.1 **Correspondence:** Letter from the City regarding Paul Bunyan Connectivity Grant.
- 2.2 **Public Comment:** None.

(3) NEW BUSINESS

- 3.1 **FY 2018/19 Fund 570 Budget:** Mr. Knaut reviewed information as provided in packets and explained adjustments made from last year's budget.

On a first by Mr. Hammond, second by Ms. Garnier, it was unanimously passed to adopt LTSA Fiscal Year 2018/19 Operating Budget.

- 3.2 **Drug and Alcohol Policy Update Required by FTA:** Mr. Knaut reviewed information as provided in packets.

On a first by Mr. Wilson, second by Mr. Hammond, it was unanimously passed to adopt Paratransit's updated Drug and Alcohol Policy required by Federal Transit Administration.

(4) OTHER BUSINESS

- 4.1 **Reports by Executive Director and Staff:** Mr. Knaut reported on LRB's prompt response in providing transport aide for resident evacuations at the nursing home during the recent fire.

Mr. Knaut asked for Agency input on offering free fare days during the fair. It was agreed to offer free fare days during the Lassen County Fair if extension of project is approved.

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

Mr. Franco asked if there was any publicity regarding LRB's participation in the nursing home evacuation efforts. Mr. Leal said that efforts were recognized through various means.

Mr. Wilson asked for an update regarding the pool route schedule.

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

4.4 **Set date for the next Special Agency Meeting for July 9, 2018, immediately following the LCTC meeting.**

4.5 **Adjournment:** 2:15 p.m.