

# LASSEN TRANSIT SERVICE AGENCY

January 11, 2021

## (1) **CONVENE:**

LTSA's Regular Meeting convened at 1:01 PM by Chairman Hemphill, at Jensen Hall, 195 Russell Ave, Susanville, CA.

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

Commissioners Absent: None (one spot vacant)

Others Present: Caleb Schortz, Paratransit; Penny Artz (by phone), Lassen Senior Services; Mike Mogen, Caltrans; John Clerici, LCTC; Tony Shaw, Dan Newton, 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 Ms. Schuster, second by Mr. Hammond, it was unanimously passed to approve the agenda.

1.3 **Election of Officers:** On a first by Mr. Herrera, second by Mr. Hemphill, it was unanimously passed to elect Ms. Schuster as Vice Chairman. On a first by Ms. Schuster, and second by Mr. Hammond, with Mr. Hemphill opposed vote, it was passed to elect Mr. Hemphill as Chairman.

1.4 **Minutes Approval:** On a first by Mr. Hammond, second by Ms. Schuster, it was passed to approve the November 9, 2020, minutes.

## (2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

## (3) **NEW BUSINESS**

3.1 **Review Committee for Operations RFP:** Mr. Knaut reviewed information as provided in packets.

It was agreed to have LTSA staff, and one county staff member outside the department to review proposals.

3.2 **Fiscal Year 2020/21 Half Year Review:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding current ridership.

**3.3 Contactless payment for Lassen Rural Bus:** Mr. Knaut reviewed information as provided in packets and offered a PowerPoint presentation.

Discussion was held to clarify that authorization to proceed is only for purpose of obtaining price estimates and with no obligation to purchase. Mr. Knaut stated that more information will be available once the Letter of Intent is submitted. Further discussion was held regarding how funds will be received through County Auditor, and where funding will come from if it is decided to implement the service.

On a first by Mr. Herrera, second by Mr. McCourt, it was unanimously agreed to authorize the Executive Director to sign all documentation necessary to obtain price estimates for contactless payment methods through the California Integrated Travel Project (Cal-ITP).

**(4) OTHER BUSINESS**

**4.1 Reports by Executive Director and Staff:**

Agreements with Lassen Senior Services: Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding the continuing audit. Penny Artz offered that she expects all issues to be cleared up at their next meeting.

It was agreed to wait until next meeting before making any decisions, allowing LSS more time to work things out.

**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

Mr. Herrera reported that he has yet to talk to neighbor about the bus stop, but that he will upon their return. He asked if there would be any consideration for rental bikes as a form of public transportation. Mr. Schortz said that they have considered and offered some ‘pros’ and ‘cons’ for that type of program. He stated that bike racks have been ordered for bus shelters, so they are heading in a progressive direction.

Discussion was held regarding funding options and privatization of such a program.

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

**4.4 Set date for the next Regular Agency Meeting for March 15, 2021, at 1:00 p.m.**

**4.5 Adjournment:** 1:56 p.m.