

LASSEN TRANSIT SERVICE AGENCY

September 14, 2020

(1) CONVENE:

LTSA's Regular Meeting convened at 1:05 PM by Chairman Hemphill, at the Susanville Veterans Hall, 1205 Main Street, Susanville, CA.

Commissioners Present: Hemphill, Schuster, Herrera (1:12 arrival), McCourt, Hammond (1:21 arrival), and Teeter.

Commissioners Absent: None.

Others Present: Dan Newton, City of Susanville; Caleb Schortz, Paratransit; John Clerici, Steve Borroum, LCTC; Pete Heimbigner, Cheryl Strange, and David Knaut, LTSA Staff.

- 1.1 **Agenda Approval:** On a first by Mr. Teeter, second by Ms. Schuster, it was unanimously passed to approve the agenda. Mr. Herrera, and Mr. Hammond were not present for the vote
- 1.2 **Minutes Approval:** On a first by Mr. Teeter, second by Mr. McCourt, it was passed to approve the August 10, 2020, minutes. Mr. Herrera, and Mr. Hammond were not present for the vote.

(2) CORRESPONDENCE / PUBLIC COMMENT

- 2.1 **Correspondence:** None.
- 2.2 **Public Comment:** Clinton Davis of Southern Cascades Community Service District provided an update regarding Emergency Medical Services (EMS) and stated they are working to continue expansion.

(3) NEW BUSINESS

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

No discussion was held.

- 3.2 **Project Updates:** Mr. Knaut reviewed information as provided in packets.

No discussion was held.

- 3.3 **Lassen Rural Bus Uniforms:** Mr. Knaut reviewed information as provided in packets.

Mr. Schortz elaborated on the proposal. Discussion was held to clarify what would be promoted and that it would not be for advertising purposes.

On a first by Mr. McCourt, second by Ms. Schuster, it was unanimously passed to approve contractor to wear special uniforms for promoting community related issues once a week, requiring approval of the promoted issue from Executive Director as the designated representative of the LTSA.

(4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** Mr. Knaut introduced Pete Heimbigner as the new LTSA Executive Director. Mr. Heimbigner addressed the agency.

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. Hammond asked if LRB works with the Veterans Service Officer when recruiting for drivers. Mr. Schortz answered that they do and that they have hired a veteran from their referral.

Susanville Police Chief Kevin Jones (via teleconference) expressed appreciation for LRBs involvement in picking up shopping carts.

Mr. Herrera offered his appreciation for all the LRB community service and outreach and said he was available for service where needed.

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

4.4 **Set date for the next Regular Agency Meeting for November 9, 2020, at 1:00 p.m.** Mr. Knaut stated that a special meeting may be called for October to discuss contracts.

4.5 **Adjournment:** 1:39 p.m.