



**Regular Meeting of the Board of Directors**

**Tuesday, July 26, 2016**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:01 a.m.

Director Fred Thomson announced that Michael Jordan is donating \$1 million to the Institute for Community-Police Relations and \$1 million to the NAACP Legal Defense Fund in an effort to build trust and respect between law enforcement and the communities in which they work.

**PLEDGE OF ALLEGIANCE:**

Director Thompson led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist

Vice Chair Dianne Knippel

Director Steve Hofbauer

Director Fred Thompson

Director Angela Underwood-Jacobs

Director Michelle Flanagan

**APPROVAL OF AGENDA:**

**Motion: Approve the agenda as comprised.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan,  
and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

Jerel Arbaugh – expressed concerns about the new service changes not going into effect as scheduled.

Charlotte Baxter – stated passengers are not paying their fare.

Dennis Sloan – stated he is not getting a response from IntelliRide Project Manager Dan Thomas regarding his Dial-A-Ride issues.

Chairman Crist directed Chief Administrative Officer Norm Hickling to meet with applicable staff to resolve these issues.

Richard Cook – announced a correction regarding Senator Sharon Runner's Memorial service clarifying that it will be held on July 29, 2016 at 1:00 p.m. at Grace Chapel.

**SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP):**

**SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2016 – HECTOR FUENTES, TRANSDEV**

General Manager Hector Fuentes presented plaques to the Operator of the Month Rene Rodriguez and the Employee of the Month Frank Dominguez.

**SRP 2 LEGISLATIVE REPORTS FOR JULY 2016**

Grants Vaccaro Judy Fry presented the state and federal legislative update for July 2016 and stated that AVTA was not a recipient of the Low or No Emission (LoNo) Program grant funds. The Board discussed when the next round of LoNo Program grant funding would be available, scheduling a debrief with U.S. Department of Transportation's Federal Transit Administration representatives regarding the grant award, and terminating the contract with AVTA's legislative/government affairs consultant.

On behalf of the Board, Chairman Crist directed Mr. Hickling to prepare a letter to AVTA's congressional representatives requesting they inquire why AVTA was not a recipient of the LoNo grant funds.

**SRP 3 ACCESS SERVICES, INC. REIMBURSEMENT FOR LOCAL FARES**

Chief Financial Officer Colby Konisek presented the staff report. The Board discussed reimbursements for previous fiscal years and Access Services' offer for the current and future fiscal years.

**Motion: Acknowledge and accept the counter offer from Access Services, Inc. for its local service free-fare reimbursement program.**

Moved by Director Hofbauer, seconded by Director Flanagan

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 28, 2016 – KAREN DARR**

Approve the Board of Directors Regular Meeting Minutes of June 28, 2016.

**CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2016 – COLBY KONISEK**

Receive and file the financial reports for May and June 2016.

**CC 3 FISCAL YEAR 2016 (FY16) FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2016) – KELLY MILLER**

Receive and file the FY16 Fourth Quarter LASD Report for the period covering April 1 through June 30, 2016.

**Motion: Approve the Consent Calendar.**

Moved by Director Hofbauer, seconded by Director Underwood-Jacobs

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 MEMORANDUM OF UNDERSTANDING WITH THE CITY OF LANCASTER TO PROVIDE BUS STOP MAINTENANCE SERVICES**

General Counsel Allison Burns announced that she must recuse herself from participating in this item because the agreement is between the City of Lancaster and AVTA. Innovation Coordinator Erika Monroe presented the staff report. The Board asked if the agreement included cleaning the Metrolink Station.

Addressing the Board on this item

Charlotte Baxter – spoke about the lack of maintenance services at the Lancaster City Park Transportation Center and various Lancaster bus stops.

**Motion: Authorize the Executive Director to execute a Memorandum of Understanding with the City of Lancaster to provide bus stop maintenance services for a five-year term.**

Moved by Director Hofbauer, second Vice Chair Knippel

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

**NB 2 CUSTOMER CODE OF CONDUCT**

Ms. Monroe presented the staff report. The Board discussed where the information was found to develop the codes, removing the word "intended" from Section 3.12 – Weapons, and removing the portion of Section 3.7 – Animals that reads: the operator may ask what tasks the animal has been trained to perform.

General Counsel Burns replied that it should not cause an issue to amend Section 3.12 to read: Any instrument ~~intended for use~~ that could be used as a weapon shall not be used or directed at an AVTA facility or vehicle, or at a person or object in an AVTA facility or vehicle in a threatening manner.

Chief Administrative Officer Norm Hickling noted that staff used language from the Americans with Disabilities Act Federal Regulations to prepare the code pertaining to service animals. General Counsel Burns added that the language is also listed in the Department of Justice Civil Rights Division/Disability Rights Section. Chairman Crist directed Mr. Hickling to conduct additional research regarding service animals and return to the August 23, 2016 Board meeting with a recommendation whether to amend Section 3.7.

**Motion: Adopt the Customer Code of Conduct, amending Section 3.12 – Weapons to read: Any instrument that could be used as a weapon shall not be used or directed at an AVTA facility or vehicle, or at a person or object in an AVTA facility or vehicle in a threatening manner.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs  
Nays: None  
Abstain: None  
Absent: None

#### **CLOSED SESSION (CS):**

General Counsel Burns stated no Closed Session was needed.

#### **PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)  
Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-AGR  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036

#### **REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

Mr. Engel contacted Acting Associate Administrator Bruce Robinson's office to schedule a meeting regarding the LoNo Program grant and confirmed that he will terminate the contract with AVTA's legislative/government affairs consultant.

**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

There were no miscellaneous business – non-agenda Board of Directors items presented.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 10:48 a.m. to the next Regular meeting of the Board of Directors on August 23, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 23<sup>rd</sup> day of AUGUST 2016.



Marvin Crist, Chairman

ATTEST:



Karen Darr, Clerk of the Board