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**Regular Meeting of the Board of Directors**

**Tuesday, September 24, 2024**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
www.avta.com

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:00 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Ohlsen led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Richard Loa, Director Eric Ohlsen, Director Raj Malhi, Director Michelle Royal

**APPROVAL OF AGENDA**

On a motion by Director Royal and seconded by Vice Chair Knippel, the Board of Directors approved the agenda as comprised.

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Royal  
Nays: None  
Abstain: None  
Absent: None

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

Charlotte Baxter expressed her concerns with the shocks, seat belts, the safety strap on the wheelchair lift, and loading and unloading passengers on the Dial-A-Ride (DAR) vehicles. She mentioned that the seat belts go across the lap but not the shoulder, and she feels unsteady when being loaded into the vehicle. She thanked the AV Transportation Services (AVTS) staff and operators for their assistance with the DAR services. The Chairman directed Executive Director/CEO Martin Tompkins to investigate these concerns.

Milcah White stated she has concerns with the steps for getting in and out of the DAR vehicles. She also noted that the air conditioning does not appear to be operating correctly and that she experiences issues scheduling rides and getting to her appointments on time. Chairman Crist directed AV Transportation Services President Art Minasyan to address her concerns.

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

**SRP 1 LEGISLATIVE REPORT FROM SENATOR SCOTT WILK'S OFFICE**

Natalie Argueta, District Representative for State Senator Scott Wilk, stated that Senator Wilk's term is ending. He has proudly served the community for 12 years and, on behalf of Senator Wilk, extended a heartfelt thanks for AVTA's Board of Directors collaboration and dedication to the community.

**SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY'S OFFICE**

The representative was unable to attend.

**SRP 3 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR AUGUST 2024**

Safety and Facilities Manager Sean Elmore presented Johnny Landaverde, Facilities Maintenance Technician II, with the Employee of the Month award.

**SRP 4 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR AUGUST 2024**

MV Transportation General Manager Thomas Conlon presented Adrian Garcia with the Operator of the Month award and Adrian Donker with the Employee of the Month award.

**SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR AUGUST 2024**

AV Transportation Services President Art Minasyan presented Elizabeth Garcia Perales with the Employee of the Month award.

**SRP 6 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR AUGUST 2024**

Mr. Minasyan presented the report. The Board discussed accidents, passenger feedback, and how safety concerns are addressed. Mr. Minasyan replied that the AVTS staff provides additional training twice a week at the

AVTA facility. The running boards the vehicles were equipped with upon delivery have been removed, and now Shure Step blocks are used. A safety strap was added to the wheelchair lift, and the operators are being retrained on loading and unloading passengers.

**SRP 7 LEGISLATIVE REPORT FOR SEPTEMBER 2024**

Chief Financial Officer Judy Vaccaro-Fry presented an update regarding various assembly and senate bills, the PEPR 13(c) case, the High-Speed Rail project, the \$6.5 million awarded to Electrify America to install 62 fast chargers along sections of Interstate 15, Interstate 40, and State Route 58 in Southern California, and FFY 2025 Appropriations.

**SRP 8 MAINTENANCE KPI REPORT FOR AUGUST 2024**

Maintenance Compliance Analyst Joseph Sanchez presented the report. He clarified that the increase in maintenance costs is due to MV Transportation addressing the backlog of repairs.

**SRP 9 OPERATIONS KPI REPORT FOR AUGUST 2024**

MV Transportation General Manager Thomas Conlon presented the report. The Board discussed accidents, disciplinary actions, and complaints regarding discourteous operators, repeat offenders, passenger pass-ups, and unsafe operators. Mr. Conlon explained the difference between valid and invalid complaints and how the determination is made.

**CONSENT CALENDAR (CC):**

- CC 1 BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 27, 2024.**  
Approve the Board of Directors Regular Meeting Minutes of August 27, 2024.
- CC 2 FINANCIAL REPORT FOR AUGUST 2024**  
Receive and file the Financial Report for August 2024.
- CC 3 DESTRUCTION OF AVTA RECORDS**  
In accordance with AVTA's Record Retention Policy, authorize the destruction of the on-site records (paper, electronic, audio, photographic, etc.) detailed on the Records Destruction list.

**CC 4 RESOLUTION NO. 2024-007, AUTHORIZING FUNDS FROM THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM TOWARD THE SHARED CHARGING LOT FOR FISCAL YEAR 2024/2025**

Adopt Resolution No. 2024-007, authorizing Fiscal Year 2024/2025 funds from the California State Transit Assistance Program toward the Shared Charging Lot in the amount of \$357,817.

On a motion by Vice Chair Knippel and seconded by Director Ohlsen, the Board of Directors approved the Consent Calendar.

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Royal  
Abstain: None  
Absent: None

**NEW BUSINESS (NB):**

**NB 1 FINANCE AND GRANT STATUS REPORT**

Ms. Vaccaro-Fry presented the staff report.

On a motion by Vice Chair Knippel and seconded by Director Malhi, the Board of Directors received and filed the Finance and Grant Status Report.

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Royal  
Abstain: None  
Absent: None

**CLOSED SESSION (CS):**

**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(d)(2)  
Significant exposure to litigation (two potential cases)
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)  
Consideration of whether to initiate litigation (one potential case)

- CS 3 Conference with Legal Counsel – Anticipated Litigation: Consideration of Initiation of Litigation Pursuant to Government Code Section 54956.9(D)(4) (one potential case)

### **RECESS TO CLOSED SESSION**

The Board of Directors recessed to Closed Session at 10:57 a.m.

### **RECONVENE TO PUBLIC SESSION**

The Board of Directors reconvened at 11:06 a.m.

### **REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION:**

General Counsel Allison Burns stated that the Board discussed CS 2 and gave direction to staff and legal counsel. There was no reportable action.

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

#### **RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO MARTIN TOMPKINS**

- AVTA Holiday Food and Toy Drive will occur on Saturday, December 21, 2024, from 10:00 a.m. through 3:00 p.m.
- AVTA will have a booth at the Antelope Valley Fair.

#### Go Pass Program Update:

- Empower Generation High School signed up after the first year.

#### Data after the first year:

- Nearly 1,400 students signed up.
- We recorded more than 25,000 Go Pass boardings.
- We recorded 23,084 AVTA Go Pass students who rode our system.
- We recorded 2,079 non-AVTA Go Pass students from other agencies who rode our system.
- AVTA has received an additional \$170k in revenue since it started the program.

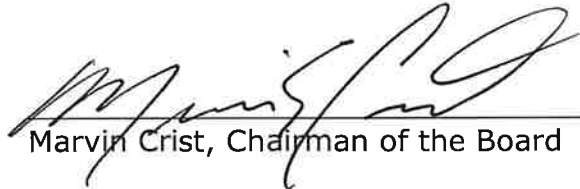
### **MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

No miscellaneous business items were presented.


**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:09 a.m. to the Regular Meeting of the Board of Directors on October 22, 2024, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 22<sup>nd</sup> day of OCTOBER 2024.

  
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Marvin Crist, Chairman of the Board

ATTEST:

  
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Karen S. Darr, Clerk of the Board

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact Karen Darr, Clerk of the Board at (661) 729-2206 to arrange to review a recording.