



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

Board of Directors Meeting Agenda

Wednesday December 16, 2020

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

On March 12, 2020, in response to the increasing threat posed by the Coronavirus, California Governor Newsom issued Executive Order N-25-20 which suspends meeting requirements of the Brown Act and Bagley-Keene Act.

The order authorizes state and local bodies to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local or state agencies.

The Governor further ordered that "all requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived."

Members of the Board of Directors or members of the public can attend the meeting from a laptop or a phone:

Click to join Zoom Meeting:

<https://zoom.us/j/99420999810?pwd=d0NlVDdSYjhUQWJyclJlJ0hdWmG1RUT09>

OR

Go to: <https://zoom.us/join>, then enter meeting ID: 994 2099 9810. Then click join. Then enter passcode: 571719

OR

Dial: 1 669 900 6833 US
Meeting ID: 994 2099 9810

- Public comments can be submitted via e-mail to CEO@trideltatransit.org Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes.



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Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Limited English Proficiency (LEP) information
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Shanelle Scales-Preston
 - a. Roll Call

2. **Pledge of Allegiance**

3. **Public Comment**

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

4. **Chair's Report:** Chair Shanelle Scales-Preston
 - a. Letter from MTC Chair Scott Haggerty regarding Blue Ribbon Transit Recovery Task Force (*see attachment: tab #1*)
5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #2*)
 - a. Minutes of the Board of Directors meeting of October 28, 2020
 - b. Financial Report
 - c. Marketing and Customer Service Activities Report
Requested Action: Approve items 5a, 5b, and 5c

6. **CEO's Report:** Jeanne Krieg
 - a. **Operations Report** (*see attachment: tab #3*)
 - b. **Salary Range Analysis** (*see attachment: tab #4*)

Board of Directors:

City of Antioch

Lamar Thorpe
Monica Wilson

City of Brentwood

Barbara Guise
vacant

City of Oakley

Sue Higgins
vacant

City of Pittsburg

Merl Craft
Shanelle Scales-Preston*

Contra Costa County

Diane Burgis
Federal Glover

Member-at-Large

Ken Gray **

* Chair: FY 2020-21

** Vice-chair: FY 2020-21

**Board of Directors Meeting Agenda
Wednesday December 16, 2020**

7. ACTION and DISCUSSION ITEMS

- a. **ACTION ITEM:** Income-Based Transit Fare Discount Pilot Program Fare Equity Analysis
(see attachment: tab #5)
Requested Action: Adopt Resolution #201216A accepting the findings of ECCTA's income-based transit fare discount pilot program fare equity analysis.

- b. **ACTION ITEM:** Section 5310 Funding
(see attachment: tab #6)
Requested Action: Adopt Resolution #201216B authorizing the application for financial assistance through Section 5310 Funding.

- c. **ACTION ITEM:** Amendment to the Agreement for General Counsel Services
(see attachment: tab #7)
Requested Action: Adopt Resolution #201216C approving a fee increase for General Counsel Service with Burke, Williams & Sorensen, LLP to \$335 and authorizing the CEO to sign an amended agreement reflecting the fee increase.

- d. **ACTION ITEM:** Autonomous Vehicle Demonstration Project
(see attachment: tab #8)
Requested Action: Approve, in concept, the three-year electric semi-autonomous vehicle demonstration project. If staff can develop an agreement that is acceptable to the General Counsel, authorize staff to enter into an agreement with First Transit, Perrone Robotics, and Green Power Motor Company for a three-year electric semi-autonomous vehicle demonstration project.

- e. **ACTION ITEM:** Maintenance Department Wage Scale and Staff Hazard Dividend
(see attachment: tab #9)
Requested Action #1: Approve a 4% wage adjustment for all maintenance department employees effective the pay period that includes January 1, 2021.
Requested Action #2: Approve a one-time staff hazard dividend of \$500 for each employee.

- f. **ACTION ITEM:** 2021 Board of Directors Meeting Schedule
(see attachment: tab #10)
Requested Action: Combine the November and December 2021 board meetings and conduct that meeting on December 15, 2021.

8. Board of Directors Comments

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

9. Adjourn

Next Meeting: January 27, 2021 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509

Public Comment Guidelines:

- Persons requesting to address the ECCTA Board of Directors are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Board of Directors on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA chair will call on the individual when the agenda item is being discussed by the Board of Directors.
- Persons addressing the ECCTA Board of Directors are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the chair, subject to approval of the ECCTA Board of Directors.

Agenda, staff report, and document availability:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at ECCTA's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at ECCTA's front desk at the above referenced address during regular business hours.

Americans with Disabilities Act Information:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the ECCTA parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

Limited English Proficiency (LEP):

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Board of Directors during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

Anticipated action by the Board of Directors:

The Board of Directors may take action on any item on the agenda, which action may consist of the recommended action, no action or a related action.