



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 February 23, 2022

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

Members of the Board of Directors and members of the public can attend the meeting:

- In person (proof of COVID-19 vaccination is required)
- from a laptop:

Click to join Zoom Meeting:

<https://zoom.us/j/99420999810?pwd=d0NlVDdSYjhUQWJyclJjOHdWMG1RUT09>

OR

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

- from a phone

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
 - made in-person during the meeting
 - made via phone or Zoom during the meeting



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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 Ken Gray
 - 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 Ken Gray

5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)
 - a. Minutes of the Board of Directors meeting of December 15, 2021
 - 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 #2*)

Board of Directors:

City of Antioch

Lamar Thorpe
Monica Wilson

City of Brentwood

Joel Bryant
Barbara Guise

City of Oakley

Sue Higgins
Anissa Williams **

City of Pittsburg

Merl Craft
Shanelle Scales-Preston

Contra Costa County

Diane Burgis
Federal Glover

Member-at-Large

Ken Gray *

* Chair: FY 2021-22

** Vice-chair: FY 2021-22

**Board of Directors Meeting Agenda
Wednesday February 23, 2022**

7. ACTION and DISCUSSION ITEMS

- a. **ACTION ITEM:** Title VI Service Equity Analysis for COVID-19 Temporary Service Changes
(see attachment: tab #3)
Requested Action: After accepting public comment, adopt Resolution #220223A accepting the findings of ECCTA's Title VI Service Equity Analysis for COVID-19 Temporary Service Changes.

- b. **ACTION ITEM:** Diesel Bus Purchase
(see attachment: tab #4)
Requested Action: Adopt Resolution #220223B authorizing the CEO to enter into a contract with Gillig through the CalACT MBTA Vehicle Purchasing Cooperative bid for an amount not to exceed \$4,376,476 which includes a 10% contingency, for the purchase of six 40-foot low-floor diesel Gillig buses.

- c. **ACTION ITEM:** Electric Bus Purchase
(see attachment: tab #5)
Requested Action: Adopt Resolution #220223C authorizing the CEO to enter into a contract with Gillig through a State of Washington Department of Energy Services cooperative procurement contract for an amount not to exceed \$2,146,511, which includes a 10% contingency, for the purchase of two 40-foot low-floor electric Gillig buses.

- d. **ACTION ITEM:** Shop Equipment Maintenance
(see attachment: tab #6)
Requested Action: Adopt Resolution #220223D authorizing the CEO to enter into a five-year contract, with three one-year options, for as-needed maintenance and repair of ECCTA's shop equipment with Air & Lube Systems, Inc. for \$57,524 for year one.

- e. **ACTION ITEM:** Organizational Chart Update
(see attachment: tab #7)
Requested Action: Adopt Resolution #220223E authorizing the CEO to update ECCTA's organizational chart by adding a part-time Information Technology Specialist position.

- f. **ACTION ITEM:** 2022 Summer Youth Pass
(see attachment: tab #8)
Requested Action: Authorize staff to enter into an agreement with 511 Contra Costa enabling Tri Delta Transit to market and sell the \$60 unlimited-ride 2022 summer pass to passengers aged 5-17 for \$30

g. ACTION ITEM: Guaranteed Hours

(see attachment: tab #9)

Requested Action: Approve the following policy:

When a mechanic is assigned to on-call duty, that mechanic is on standby and is paid for eight hours of work whether or not the employee reports to work. If a situation arises that requires them to report to work, they receive overtime pay for the hours worked up to, and anything over, eight hours.

h. ACTION ITEM: CEO Recruitment

(see attachment: tab #10)

Requested Action: Accept the Personnel Committee recommendation for the recruitment of a Chief Executive Officer for Tri Delta Transit.

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: March 23, 2022 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.