

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, May 26, 2022 5:00 p.m.
MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

1.0 CALL TO ORDER – Chair Abel called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE – Board Member Jackman led the flag salute.

ROLL CALL

Members Present:

Jeff Drozd

Ellen Jackman

Ben Sasnett

Merl Abel

Danielle Harrington

Karmollette O’Gilvie

McArthur Wright

Members Absent:

NONE

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Cory Douglass as the Employee of the Quarter. Matt shared that Cory helps keep the facilities and vehicles looking good and assists on special projects such as decorating the bus for the recent parade. Matt continued to share that Cory has done all of this great work while studying and practicing for his commercial driver’s license permit, which was obtained that morning. Matt closed out his recognition by thanking Cory for his dedication and hard work.

Chair Abel extended his thanks to Cory on behalf of the Board.

3.0 CLOSED SESSION

- 3.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR-Pursuant to Government Code Section 54956.8:
Property Location: APN: 0617-104-09, 0617-104-08, 0617-104-07, 0617-104-06,0617-104-17, 0617-104-15, 0617-104-16,0617-104-25
MBTA Negotiator: General Manager, Cheri Holsclaw
Property Negotiator: Parties to Be Determined
Under Negotiation: Price and Terms of Payment

There was no reportable action taken.

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

- 5.1 Minutes of the March 24, 2022 Board Meeting
- 5.2 Minutes of the March 31, 2022 Special Board Meeting
- 5.3 Treasurer's Report for February and March 2022
- 5.4 Warrant Register through April 30, 2022
- 5.5 Ridership Reports
- 5.6 Financial Reports
- 5.7 General Manager's Reports
- 5.8 Operations Report
- 5.9 Renewal of Pacific Western Bank Credit Line
- 5.10 Bank Letters of Authority
- 5.11 Authorization to Dispose of Vehicles at Auction
- 5.12 Transportation Escort Reimbursement Program (TREP) Update

ACTION: Board Member O'Gilvie moved to approve the Consent Calendar (items 5.1 - 5.12); seconded by Board Member Harrington: passed by Roll Call Vote (7-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 MBTA Rebrand

Cheri Holsclaw reported that this item was originally recommended to adopt and approve rebranding MBTA as “Hi-Desert Transit” and using the “lizard” logo. However, in researching the availability of the name, it was found that there may be potential legal ramifications in using it due to a local non-emergency medical transportation business already registered with that name. Furthermore, Transit Marketing informed Cheri that the company had fulfilled its original scope of work, and if the Board wished to consider other rebranding alternatives, a new agreement estimated at nearly half the cost (approx. \$7,000) would need to be executed.

ACTION: Board Member Wright moved to approve the MBTA rebrand concept to include the originally agreed upon DBA as “Basin Transit,” the lizard logo (logo placement next to the door on buses), and the word “Basin” in the blue font color; seconded by Chair Abel: passed by Roll Call Vote (7-0).

8.2 Community Outreach 2022

Cheri Holsclaw thanked Board Members who attended MBTA’s Transit Center Gathering and shared her appreciation of staff’s involvement in the event. Cheri informed the Board that the President of the CMC Foundation made an appearance to thank MBTA for the TAG funds. Cheri also shared that MBTA received many compliments from riders during the event. Lastly, Cheri expressed that she would like to explore other outreach approaches to garner further public feedback from the community in the future.

8.3 Consolidated Grant Request

Cheri Holsclaw reported that CalTrans is working on getting caught up with their grants, so they have consolidated two (2) years of funding requests that total \$175,575 in capital funding for one (1) vehicle replacement, \$568,530 in operating funds for FY 2021/22 and \$579,901 in FY 2022/23. There were no public comments.

ACTION: Board Member Jackman moved to approve 5311 grant funding requests; seconded by Board Member Sasnett: passed by Roll Call Vote (6-0); Board Member Harrington left at 5:20 p.m. and was absent from the vote.

8.4 Approval of FY 2022/23 MBTA Operating and Capital Budgets

Cheri Holsclaw reported that the FY2022/23 fully-funded budget presented for approval included a 1% increase to the draft budget presented at the March 24th Board of Directors meeting. The increase involved two (2) budget line items as follows:

1. Line 31, 33 & 35: The addition of a Utility Worker/Safety Coordinator position as recommended by Fleet Maintenance Specialists Inc. after recently conducting a maintenance audit increased maintenance costs by 1.39%.
2. Line 52: Increase in Operator Wages by \$4,500 to implement a \$1,000 sign-on bonus for new drivers that already possess a Class B commercial driver's license with passenger and air brake endorsements and complete the six-month introductory period. In addition, there would be a \$500 employee referral bonus for employees that refer a new driver to the agency that meets the same criteria. These incentives would end on December 31, 2022.

ACTION: Board Member O'Gilvie moved to approve the FY 2022/23 operating and capital budget; seconded by Vice-Chair Wright: passed by Roll Call Vote (6-0).

9.0 GENERAL MANAGER UPDATE

Cheri Holsclaw invited all Board Members to the employee BBQ held the following day, May 27th at noon. Cheri also shared that MBTA's first all-electric van was delivered on May 25th and invited the Board Members to take a look at it following the meeting. Lastly, Cheri informed the Board that she would be on vacation the week of June 8th to celebrate her daughter's high school graduation. She indicated that she would be available by phone if needed.

Chair Abel thanked Cheri for keeping the Board updated and for her continuous communication.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Chair Abel requested that the Board stay informed and updated on the rebranding transition plan.

Chair Abel further requested that staff review MBTA by-laws for necessary updates. He specifically pointed out that the legal counsel portion of the by-laws should be reviewed.

Cheri indicated that she plans on updating the by-laws and will request the assistance of (at the suggestion of Chair Abel) the Town Manager, City Manager, and Chair Abel to evaluate, assess and recommend changes.

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Cory on being awarded Employee of the Quarter and Michal on the new position as Office Manager. He further shared that he was glad that the Board was able to reach a decision on the new name and design.

Board Member Jackman congratulated Cory on being awarded Employee of the Quarter and welcomed Michal. Board Member Jackman also complimented Cheri on the new look of the courtyard and congratulated her on the satisfactory rating by the CHP. Lastly, Board Member Jackman commented that the Board's decision on rebranding the agency was good news as the Basin Transit Bowlers would not have to change their team name.

Board Member Drozd commented that he appreciated the newsletter Cheri put out and thought it was cool that the Basin Transit Bowlers were mentioned in the most recent edition. Board Member Drozd also congratulated Michal on her new position and said he was glad that the Board had agreed on a logo and design for the agency.

Vice-Chair Wright congratulated and welcomed Michal to MBTA. He also congratulated Cory on being awarded Employee of the Quarter and shared that he really likes the Employee of the Quarter program and recognizing employees. Lastly, Vice-Chair Wright expressed that Cheri is doing a great job and congratulated Cheri's daughter on her high school graduation.

Board Member O'Gilvie welcomed Michal and congratulated Cory on being awarded Employee of the Quarter. She further shared that she thinks that Cheri is doing an awesome job and she enjoys coming to these meetings. Lastly, Board Member O'Gilvie shared that she wasn't sold on the lizard logo but is glad they reached an agreement.

Chair Abel thanked Cheri for her hard work, recognizing that being a new GM is a pretty big undertaking, and she's taken the bull by the horns. He further shared that Cheri has done a great job keeping the Board altogether, listening to each and every one of them, and he thinks they all feel like they have a voice and are heard, which is wonderful and appreciated. Chair Abel also stated that he would like to personally purchase new transit shirts for the Board once they are designed. Lastly, Chair Abel confirmed with the rest of the Board that the bi-monthly Board meeting schedule seems to be working well so far.

12.0 ADJOURNMENT

The meeting adjourned at 5:33 p.m. Thursday, May 26, 2022.

Respectfully submitted,



Michal Brock, Assistant Board Secretary