

BASIN TRANSIT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, January 26, 2023 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

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

PLEDGE OF ALLEGIANCE – Outgoing Board Member Karmolette O’Gilvie led the flag salute.

ROLL CALL

Members Present:

Jeff Drozd
Ellen Jackman
Ben Sasnett

Danielle Harrington
Dan Mintz
McArthur Wright

Members Absent:

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2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Outgoing Board Member

Cheri Holsclaw expressed her gratitude to Karmolette O’Gilvie for all of her support. Karmolette shared that she really enjoyed serving on the Board and that she learned a lot.

2.2 Recognition of Incoming Board Member

Cheri Holsclaw welcomed back incoming Board Member Dan Mintz.

2.3 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Roy Davis as the Employee of the Quarter. Matt shared that Roy began working for Basin Transit in August 2012 and has worked as a fixed-route driver, a backup dispatcher, and is currently a Ready Ride driver. Roy is being commended this time around for

the care and passion that he shows toward his customers. Matt further shared that he recently received an email from a caregiver for one of Roy's passengers, who took the time to write in and express her appreciation for Roy. She wrote that they're always thrilled when he turns the corner, and they see him behind the wheel and will be their driver for the day. Matt closed out his recognition by thanking Roy on behalf of Basin Transit staff.

2.4 Recognition of Volunteers

Cheri Holsclaw recognized both Lydia Knudson and January Rodriguez for volunteering their time toward the many community events that Basin Transit has taken part in this year, from job fairs, farmer's markets, parades, and the Stuff-A-Bus event. January reciprocated with gratitude by thanking Lydia for encouraging her to participate and said that she had a lot of fun and looks forward to being a part of other upcoming events.

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

5.1 Minutes of the November 17, 2022 Board Meeting

5.2 Treasurer's Report for October and November 2022

5.3 Warrant Register through November 30, 2022

5.4 Ridership Reports

5.5 Financial Reports

5.6 General Manager's Reports

5.7 Operations Report

5.8 Approval of Bus Shelter Purchase

5.9 Tile Installation

5.10 2023 Board Calendar

ACTION: Board Member Mintz moved to approve the Consent Calendar (items 5.1 - 5.10) but abstained from voting on item 5.1; seconded by Board Member Jackman: motion passed by Roll Call Vote (6-0) for items 5.2 – 5.10, item 5.1 vote (5-0-1).

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 Election of Board Officers for Calendar Year 2023

Cheri Holsclaw explained past practice in determining the Board Chair and Vice-Chair positions for calendar year 2023 and informed them that they are free to use another method to decide on who should take the roles.

ACTION: Board Member Mintz moved to use past practice and elect Board Member Wright as Chairperson and Board Member Drozd as Vice-Chair; seconded by Board Member Harrington: motion passed by Roll Call Vote (6-0).

8.2 Basin Transit Subcommittee Assignments

Cheri Holsclaw informed the Board that with the change in Board Members, there was a vacant position on the Taxi Subcommittee and requested that the Board assign or reassign Board Members to the Subcommittees as they see fit. Board Member Mintz volunteered to fill the Taxi Subcommittee position.

ACTION: Board Member Harrington moved to approve adding Board Member Mintz to the Taxi Subcommittee with all other Subcommittee assignments remaining the same; seconded by Board Member Drozd: motion passed by Roll Vote (6-0).

8.3 RFP 20-01 (ZEB Z-2) Approval

Joe Meer informed the Board that the item before them is a segment for an ongoing joint procurement of electric transit and paratransit vehicles on behalf of CalACT members. He further stated that it had been a lengthy and challenging procurement and explained the various steps for compliance and statutes that had to be met by proposers. Mr. Meer further reported that this is the first large-scale procurement for small electric vehicles in the country. The first year of this contract is expected to procure a maximum of 173 vehicles at an estimated value of \$10.5 million.

ACTION: Board Member Mintz moved to approve authorizing staff to award contracts to bus dealers and manufacturers listed on the Notice of Pending Award for RFP 20-02 (ZEB Z-2); seconded by Board Member Sasnett: motion passed by Roll Vote (6-0).

8.4 FY 2022/23 Mid-Year Update

A mid-year update on the financial, performance, and project statuses of Basin Transit for the first half of FY 2022/23 was provided by Cheri Holsclaw.

9.0 GENERAL MANAGER UPDATE

Cheri Holsclaw shared that the safety board was at 285 days as of the date of the meeting and the highest that Basin Transit has ever gone before was 297 days. For every 100 days that Basin Transit operates without a preventable accident or injury, staff receives a \$100 bonus. In anticipation of reaching a record-breaking 300-day goal approaching on February 10th, management will be hosting a BBQ as an extra special thank you to staff. Cheri further stated that she would send out an email invite to the BBQ, to all Board Members if the goal is accomplished.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett shared that he's sad to see Ms. O'Gilvie go and glad to see Dan back. Board Member Sasnett also congratulated Roy as Employee of the Quarter and shared that he was impressed by January and Lydia for volunteering their time to do Basin transit outreach events.

Board Member Jackman echoed Board Member Sasnett's comments and thanked Cheri for providing a mid-year update, sharing that it was informative. Board Member Jackman also commented on the great job staff is doing and to continue staying safe.

Board Member Drozd expressed that everyone is doing a great job.

Board Member Harrington shared that the Point in Time Homeless Count event was held that morning and she heard that bus passes were included in some of the essential goods given to the homeless population. She further shared that the event went really well and noted that there were approximately 60 people counted in Joshua Tree and Yucca Valley. Board Member Harrington also stated that she would be keeping her fingers crossed that Basin Transit reaches its 300-day safety goal.

Board Member Mintz shared that he was glad to be back commenting that the organization is always moving forward and that he enjoys working with the staff and other Board Members at Basin Transit.

Chair Wright stated that he's been looking at the new bus stop going in and that it's awesome. Chair Wright also reiterated the comments of his fellow Board Members stating that staff is doing a great job.

Chair Wright announced that the next Board meeting will be held on Thursday, March 23, 2023 at 5:00 p.m.

12.0 ADJOURNMENT

The meeting adjourned at 5:33 p.m. Thursday, January 26, 2023.

Respectfully submitted,



Michal Brock, Assistant Board Secretary