

BASIN TRANSIT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 25, 2023 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

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

PLEDGE OF ALLEGIANCE – Bus Operator and Employee of the Quarter, Shemika Bortee led the flag salute.

ROLL CALL

Members Present:

Merl Abel
Danielle Harrington
Ben Sasnett

Jeff Drozd
Ellen Jackman
McArthur Wright

Members Absent:

Dan Mintz

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Shemika Bortee as the Employee of the Quarter. Matt shared that Shemika has only been with Basin Transit for a short time, since September 2022, but her time here has been outstanding. She is currently a “B” Board Driver which is the go-to, fill-in, Johnny-on-the-spot kind of driver. Matt further shared that Shemika came to Basin Transit without any public transit experience, but she studied hard, practiced hard, and was able to upgrade her license to commercial status and explained that once she did that, she hit the ground running. Matt closed by expressing his appreciation and adding that Shemika has covered many extra shifts and hasn’t received a single complaint which he attributes to her outstanding attitude and the customer service skills she brings to the table.

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

Joseph Bortee, Shemika Bortee's son, stated that it sounds like she's doing an outstanding job and expressed how proud he is of her.

5.0 CONSENT CALENDAR

- 5.1 Minutes of the April 6, 2023 Board Meeting
- 5.2 Treasurer's Report for February 2022 and March 2023
- 5.3 Warrant Register through March 31, 2023
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 Taxi Report
- 5.7 General Manager's Reports
- 5.8 Operations Report
- 5.9 Renewal of Pacific Western Bank Credit Line
- 5.10 Accounting Procedures Update
- 5.11 Transportation Escort Reimbursement Program (TREP) Update

ACTION: Board Member Abel moved to approve the Consent Calendar (items 5.1 - 5.11); seconded by Board Member Sasnett: motion passed by Roll Call Vote (6-0).

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 Approval of FY 2023/24 Operating and Capital Budget

Cheri Holsclaw notified the Board that the only change that was made to the budget presented in this agenda item compared to the draft budget presented at the April 6, 2023, Board of Directors meeting was to insurance expenses that were previously projected. The figures have been received, and the premium has gone down, so the overall budget reflects a 0.29% decrease compared to the FY 2022/23 budget.

ACTION: Board Member Harrington moved to approve the FY 2023/24 Operating, Capital, and Taxicab budgets and authorized staff to submit the transit claim; seconded by Board Member Jackman: motion passed by Roll Call Vote (6-0).

8.2 Zero-Emissions Rollout Plan

Cheri Holsclaw notified the Board that the Innovative Clean Transit (ICT) regulation requires each transit agency to submit a complete Zero-Emission Bus Rollout Plan, approved by its governing body, showing how it plans to achieve a full transition to zero-emission buses (ZEBs). Cheri explained that the plan is very fluid as available technology is changing quickly and she will bring back potential revisions as necessary.

ACTION: Board Member Drozd moved to approve the Zero-Emission Bus Rollout Plan and adopt Resolution No. 23-04; seconded by Chair Wright: motion passed by Roll Call Vote (6-0).

9.0 GENERAL MANAGER UPDATE

Cheri shared that Basin Transit is partnering again with the Boys & Girls Club of the Hi-Desert for a "Pack the Bus" school supply drive at the end of July. The Boys & Girls Club will be distributing the supplies to all Morongo Basin students, not just students that participate in their program(s).

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Shemika on earning Employee of the Quarter and congratulated Cheri on the work she did on the Zero-Emissions Rollout Plan.

Board Member Jackman congratulated Shemika and thanked Basin Transit staff for their hard work.

Board Member Harrington congratulated Shemika on being recognized as Employee of the Quarter.

Board Member Drozd congratulated Shemika on being awarded Employee of the Quarter and expressed his appreciation, stating that it's great to have an employee that stands out the way that she has.

Chair Wright congratulated Shemika on being named Employee of the Quarter.

Chair Wright announced that the next Board meeting will be held on Thursday, July 27, 2023 at 5:00 p.m.

12.0 ADJOURNMENT

The meeting adjourned at 5:18 p.m. Thursday, May 25, 2023.

Respectfully submitted,



Michal Brock, Assistant Board Secretary