

BASIN TRANSIT

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, January 22, 2026, 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

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

PLEDGE OF ALLEGIANCE – Ben Sasnett

ROLL CALL

Members Present:

Jeff Drozd

*Jennifer Henning

**Ben Sasnett

Danielle Harrington

Dan Mintz

McArthur Wright

*Board member Henning arrived at 5:07 p.m.

**Board member Sasnett joined the meeting as a voting member after being re-elected as Member At-Large in agenda item 7.2.

Members Absent:

Merl Abel

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Employee of the Quarter: Matt Atkins, Operations Manager, recognized Renee Payne as the Employee of the Quarter.

3.0 PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public comment made by: Eric Menendez

4.0 CONSENT CALENDAR

4.1 *Minutes of the November 20, 2025 Board Meeting

4.2 Treasurer's Report for October and November 2025

- 4.3 Warrant Register through November 30, 2025
- 4.4 Ridership Reports
- 4.5 Financial Reports
- 4.6 Taxi Report
- 4.7 General Manager's Report(s)
- 4.8 Operations Report
- 4.9 Ralph M. Brown Act
- 4.10 Audited Financial Statement for Fiscal Year 2025
- 4.11 Health Summary Plan Description Update
- 4.12 Approval of Purchase Orders issued to RVBA, FMC, and FMS
- 4.13 Adopt 2026 Board Meeting Calendar

*Michal Brock informed the Board that the November 20, 2025 Board Meeting minutes erroneously listed Thomas Hathaway as the Employee of the Quarter and should be corrected to reflect Timothy Nash.

ACTION: Chair Minta moved to approve the Consent Calendar (items 4.1 - 4.13) with the correction to the November 20, 2025 meeting minutes; seconded by Board Member Wright: motion passed by Roll Call Vote (5-0).

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

NONE

6.0 OLD BUSINESS

NONE

7.0 NEW BUSINESS

- 7.1 Election of Board Officers for Calendar Year 2026

Cheri Holsclaw explained past practice in determining the Board Chair and Vice Chair positions, which traditionally rotates and would call to elect Vice Chair Abel as Chairperson, Board Member Wright as Vice Chair, and the General Manager as

Secretary for calendar year 2026. Cheri further explained that the Board is free to use another method to elect those positions if they choose.

ACTION: Chair Mintz moved to approve the use of past practice and elect Vice Chair Abel as Chairperson, Board Member Wright as Vice Chair, and re-elect Cheri Holsclaw as Board Secretary with terms to expire January 2027; seconded by Board Member Wright: motion passed by Roll Call Vote (5-0).

7.2 Election of Member “At-Large” for Calendar Year 2026 and 2027

Cheri Holsclaw requested that the elect a Basin Transit Board Member “At-Large” from the list of five (5) candidates that submitted letter of interest for a two-year term, expiring in January 2028.

ACTION: Board Member Mintz moved to re-elect Ben Sasnett as Basin Transit’s “Member At-Large for the two-year term from 2026 through 2027; seconded by Board Member Henning, motion passed by Roll Call Vote (5-0).

7.3 Basin Transit Sub-Committee Assignments

Cheri Holsclaw requested that the Board discuss and assign or re-assign Board Members to the following standing subcommittees: Technical Advisory/Budgets, Facilities & Real Estate Advisory (Ad Hoc), Marketing, Personnel, Taxicab, Transportation Assistance Grant (TAG) Program, and Management Oversight Committee.

ACTION: Board Member Harrington moved the item forward with all Subcommittee assignments remaining the same; seconded by Vice Chair Wright, motion passed by Roll Call Vote (6-0).

7.4 Revisions to FY26 Operating Budget

Cheri Holsclaw requested that the Board approve revisions to Basin Transit’s FY 2025/26 Operating Budget incorporating TIRCP funds received and additional expenses to address unresolved issues with the GMV technology.

ACTION: Vice Chair Wirght moved approve the FY 2025/26 Operating Budget revisions presented; seconded by Board Member Henning, motion passed by Roll Call Vote (6-0).

7.5 Disposal of 2004 Ford Ranger

Cheri Holsclaw requested that the Board approve the disposal of a 2004 Ford Ranger that has exceeded its useful life and mileage through an internal silent

auction with a beginning bid of \$2,000. Proceeds from the auction will be applied toward the agency's end-of-year employee recognition dinner.

ACTION: Board Member Drozd moved to approve the disposal of a 2004 Ford Ranger through an internal silent auction with a starting bid of \$2,000, with the proceeds to be applied to the Basin Transit end-of-year employee recognition dinner; seconded by Vice Chair Wright, motion passed by Roll Call Vote (6-0).

7.6 Bus Stop Improvement (IFB #26-01)

Cheri Holsclaw requested approval to proceed with IFB #26-01 which involves the necessary labor, equipment, and materials to construct two (2) bus turnouts and shelters located in front of the Monterey Business Center and the Mohawk Apartments, respectively.

ACTION: Board Member Drozd moved to approve proceeding with IFB #26-01; seconded by Vice Chair Wright, motion passed by Roll Call Vote (6-0).

8.0 CLOSED SESSION

NONE

9.0 GENERAL MANAGER UPDATE

Cheri announced that in addition to distributing the updated Brown Act requirements to the Board electronically, a copy was also included under the consent calendar. Cheri also shared that Basin Transit began the added trips to routes 12 and 15 on January 2nd, and that so far when comparing ridership to those routes for the first two and a half weeks of 2025, there have been over 50 more riders.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

The following Board Members made comments:

Board Member Sasnett

Board Member Drozd

Vice-Chair Wright

Board Member Mintz

12.0 ADJOURNMENT

The meeting adjourned at 5:23 p.m., Thursday, January 22, 2026.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michal Brock", written over a horizontal line.

Michal Brock, Assistant Board Secretary