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CaITIP NOMINATING COMMITTEE MEETING

AGENDA

Wednesday, September 25, 2019
11:00 a.m.

Teleconference

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows:

- York (Sedgwick), 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833
- City of Whittier, 13225 Walnut Street, Whittier, CA 90602
- Morongo Basin Transit Authority, 62405 Verbena Road, Joshua Tree, CA 92252
- Monterey-Salinas Transit District, 19 Upper Ragsdale Drive, Suite 200, Monterey, CA 93940
- Nevada County, 13081 John Bauer Avenue, Grass Valley, CA 95945
- South County Area Transit, 179 Cross Street, San Luis Obispo, CA 93401

Each location is accessible to the public, and members of the public may address the Committee from any teleconference location.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Maria De Leon at (916) 244-1187 or (916) 244-1199 (fax). Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the Committee less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Dr., Suite 200, Sacramento, CA 95833.

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| <u>Page</u> | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |

4. **PUBLIC COMMENTS** - This time is reserved for members of the public to address the Committee relative to matters of the California Transit Indemnity Pool not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

5. **GOVERNANCE MATTERS**

3 *A. Review Nomination and Recommend a Candidate for the CalTIP Board Vice Chair Position

Recommendation: Recommend the CalTIP Board, at its meeting in December 2019, elect Mr. Scott Ousley to serve as the Board Vice Chair for the remainder of the unexpired term, through April 30, 2020.

7 B. Review Nominations and Recommend a Slate of Candidates for the CalTIP Oversight Committee Positions

Recommendation: Recommend a slate of one or more candidates for election to the Oversight Committee by the Board at its meeting in December 2019 to fill vacancies on the Oversight Committee with terms expiring on April 30, 2020.

8 C. Review Nomination and Recommend a Candidate for the CalTIP Finance and Administration Committee Position

Recommendation: Recommend the Oversight Committee, at its meeting in October 2019, elect Mr. Steve Barnes to fill the vacancy on the Finance and Administration Committee with the term expiring April 30, 2020.

9 D. Review Nominations and Recommend a Slate of Candidates for the CalTIP Member Services Committee Positions

Recommendation: Recommend a slate of candidates to be elected by the Oversight Committee, at its meeting in October 2019, to serve on the Member Services Committee.

6. **CLOSING COMMENTS**

This time is reserved for comments by Committee members and/or staff and to identify matters for future Committee business.

- A. Committee Members
- B. Staff

7. **ADJOURNMENT**

GOVERNANCE MATTERS

Agenda Item 5.A.

SUBJECT: Review Nomination and Recommend a Candidate for the CalTIP Board Vice Chair Position

BACKGROUND

A solicitation for nominations to fill the CalTIP Board Vice Chair position as well as vacancies on the Oversight Committee, Finance and Administration Committee (FAC), and Member Services Committee (MSC) was distributed to the membership on August 30, 2019.

Per CalTIP's Bylaws, only members of the Oversight Committee are eligible to be nominated for the CalTIP Board Vice Chair position. However, any Board or Alternate Board member is eligible for nomination for any committee positions.

For the Committee's information, Mr. Geoff Straw, South County Area Transit, previously served as the CalTIP Board Vice Chair. In accordance with Article IV.B. of the Bylaws, upon the previous Board Chair's retirement in July 2019 (Mr. Art Ida, City of Culver City), Mr. Straw automatically succeeded to the Chair position; thereby, leaving the Vice Chair position vacant. Mr. Straw's Chair position is subject to ratification by the Board at its December 2019 meeting, and a new Vice Chair will be elected to fill the unexpired term, through April 30, 2020.

Staff received only one nomination for the Board Vice Chair position. The nomination was for Mr. Scott Ousley, Operations Manager, El Dorado County Transit Authority. Mr. Ousley has served on the CalTIP Board for approximately 17 years. He previously served on the Member Services Committee from 2011-2018, and is currently serving on the Oversight Committee.

The nominations for the Oversight Committee, FAC, and MSC positions will be discussed in the succeeding agenda items.

RECOMMENDATION

Recommend the CalTIP Board, at its meeting in December 2019, elect Mr. Scott Ousley to serve as the Board Vice Chair for the remainder of the unexpired term, through April 30, 2020.

REFERENCE MATERIAL

- CalTIP Committee Roster
- CalTIP Board of Directors/Alternates Roster

CURRENT ROSTER OF CALTIP COMMITTEES

OVERSIGHT COMMITTEE

Term: May 1, 2018 ~ April 30, 2020

Chair: Geoff Straw, South County Area Transit

Vice Chair: *to be elected at the Dec. 2019 meeting*

Charlie Anderson, Western Contra Costa Transit Authority

Scott Graham, Omnitrans

Carl Hasty, Tahoe Transportation District

Michael Tree, Livermore Amador Valley Transit Authority

Scott Ousley, El Dorado County Transit Authority

Greg Pratt, Humboldt Transit Authority

Vacant (Previously held by Steve Rosenberg, Gold Coast Transit District)

FINANCE AND ADMINISTRATION COMMITTEE

Term: May 1, 2018 ~ April 30, 2020

Chair: *To be elected at the Oct. 2019 meeting*

Vice Chair: *To be elected at the Oct. 2019 meeting*

Donald Walker, Omnitrans

Rob Thompson, Western Contra Costa Transit Authority

Martin Browne, City of Whittier

Tania Arnold, San Luis Obispo Regional Transit Authority

Vacant (Previously held by Steve Rosenberg, Gold Coast Transit District)

Term: May 1, 2019 ~ April 30, 2021

Julia Tyack, City of Lodi

Jane Leonard, City of Culver City

Janice Bryan, Yolo County Transportation District

Robin Van Valkenburgh, Nevada County

MEMBER SERVICES COMMITTEE

Term: May 1, 2018 ~ April 30, 2020

Jim Kotey, Placer County

Kelly Beede, Town of Truckee

Vacant (Previously held by Katie Marsolan, City of Arcata)

Vacant (Previously held by Melissa Cummins, Siskiyou

County)

Term: May 1, 2019 ~ April 30, 2021

Chair: Matthew Atkins, Morongo Basin Transit Authority

Vice Chair: Dana Pynn, City of Gardena

Samantha Blackshire, City of Culver City

NOMINATING COMMITTEE

Term: December 2018 ~ December 2019

Geoff Straw, South County Area Transit Authority

Martin Browne, City of Whittier

Mark Goodale, Morongo Basin Transit Authority

Robin Van Valkenburgh, Nevada County

Kelly Halcon, Monterey-Salinas Transit District

CalTIP Board of Directors

Member Entity	Name	Title
Amador Transit	Maggie Amarant	General Manager
Centra Contra Costa Transit Authority	Rick Ramacier	General Manager
City of Arcata - Transit	Vacant	
City of Auburn - Transit	Bernie Schroeder	Director of Public Works
City of Avalon - Transit	Denise Radde	City Manager/City Clerk
City of Culver City - Transit	Vacant	
City of Dixon - Transit	Vacant	
City of El Monte - Transit	Sarah Zadok	Transportation Operations Manager
City of Gardena - Transit	Ernie Crespo	Transportation Director
City of Lodi - Transit	Georgia Lantsberger	Transportation Manager
City of Porterville - Transit	Mike Reed	Public Works Director
City of Santa Rosa - Transit	Rachel Ede	Deputy Director
City of Vacaville - Transit	Lori DaMassa	Management Analyst II (Transit Coordinator)
City of Whittier - Transit	Jeffrey Collier	City Manager
El Dorado County Transit Authority	Matt Mauk	Executive Director
Gold Coast Transit District	Vacant	
Golden Empire Transit District	Steve Barnes	Chief Financial Officer
Humboldt Transit Authority	Alene Webb	Finance Manager
Livermore Amador Valley Transit Authority	Michael Tree	Executive Director
Mendocino Transit Authority	Carla Meyer	General Manager
Monterey-Salinas Transit District	Kelly Halcon	Director of HR and Risk Management
Morongo Basin Transit Authority	Mark Goodale	General Manager
Nevada County - Transit	Robin Van Valkenburgh	Transit Services Manager
Omnitrans	Scott Graham	CEO/General Manager
Placer County - Transit	Jim Kotey	Liability Manager
San Luis Obispo Regional Transit Authority	Tania Arnold	Director, Finance and Administration
Santa Cruz Metropolitan Transit District	Debbie Kinslow	Assistant Finance Manager
Siskiyou County - Transit	Vacant	
South County Area Transit	Geoff Straw	Administrator
Tahoe Transportation District	Carl Hasty	District Manager
Town of Truckee - Transit	Kelly Beede	Administrative Analyst II
Western Contra Costa Transit Authority	Charles Anderson	General Manager
Yolo County Transportation District	Janice Bryan	Deputy Director of Finance, Grants & Procurement

CalTIP Board Alternates

Member Entity	Name	Title
Amador Transit	April Miller	Mobility Manager/Transit Administrator
Central Contra Costa Transit Authority	Erick Cheung	Chief Finance Officer
Central Contra Costa Transit Authority	Bill Churchill	Assistant General Manager
City of Arcata - Transit	Karen Diemer	City Manager
City of Arcata - Transit	Danette Demello	Assistant City Manager
City of Arcata - Transit	Doby Class	City Engineer
City of Arcata - Transit	Netra Khatri	Assistant City Engineer
City of Avalon - Transit	Matt Baker	Senior Accountant
City of Culver City - Transit	Jane B. Leonard	Sr. Management Analyst - Finance
City of Culver City - Transit	Samantha Blackshire	Transit Operations Manager
City of Dixon - Transit	Vicki Jacobs	Transit Supervisor
City of El Monte	John Nguyen	HR/Risk Manager
City of El Monte	Braden Yu	Public Works and Utilities Director
City of Gardena - Transit	Clint Osorio	Administrative Services Director & CFO
City of Gardena - Transit	Dana Pynn	Transit Administrative Officer
City of Gardena - Transit	Mary Simonell	Administrative Analyst II
City of Lodi - Transit	Julia Tyack	Transportation Planner
City of Lodi - Transit	Beverly Jensen	Risk Manager
City of Porterville - Transit	Patrice Hildreth	Administrative Services Director
City of Santa Rosa - Transit	Dominique Kurihara	Risk Manager
City of Vacaville - Transit	Brian McClean	Transit Manager
City of Whittier - Transit	Martin Browne	Community Services Manager
City of Whittier - Transit	Greg Alaniz	Director of Parks, Recreation and Community Services
City of Whittier - Transit	Rod Hill	Director of Administrative Services
El Dorado County Transit Authority	Scott Ousley	Operations Manager
Gold Coast Transit District	Steve P. Brown	General Manager
Golden Empire Transit District	Karen King	Chief Executive Officer
Humboldt Transit Authority	Greg Pratt	General Manager
Humboldt Transit Authority	Brenda Fregoso	HR Manager
Livermore Amador Valley Transit Authority	Tamara Edwards	Director of Finance
Monterey-Salinas Transit	Lisa Cox	Risk and Security Manager
Morongo Basin Transit Authority	Matthew Atkins	Operations Manager
Nevada County - Transit	Nicholas Poole	Risk Manager
Omnitrans	Donald J. Walker	Director of Finance
Placer County - Transit	Will Garner	Public Works Manager-Transit Services
San Luis Obispo Regional Transit Authority	Omar McPherson	Operations Manager
Santa Cruz Metropolitan Transit District	Ciro Aguirre	Chief Operations Officer
Siskiyou County - Transit	Scott Billingsley	Transportation Services Coordinator
Tahoe Transportation District	George Fink	Transit Systems Program Manager
Town of Truckee - Transit	Nicole Casey	Senior Accountant
Western Contra Costa Transit Authority	Robert Thompson	Assistant General Manager
Yolo County Transportation District	Terry Bassett	Executive Director

GOVERNANCE MATTERS
Agenda Item 5.B.

SUBJECT: Review Nominations and Recommend a Slate of Candidates for the CalTIP Oversight Committee Positions

BACKGROUND

As discussed in the previous agenda item, a solicitation for nominations to fill a vacancy on the Oversight Committee was distributed to the membership on August 30, 2019. The vacant position was previously held by Mr. Steve Rosenberg, Gold Coast Transit District, who recently stepped down from the CalTIP Board. Mr. Rosenberg's term expires on April 30, 2020. In addition, there is one additional vacancy on the Oversight Committee due to the resignation of Mr. Art Ida, City of Culver City, from the CalTIP Board. Mr. Ida's term expires on April 30, 2020. Two nominations were received as follows:

- Kelly Halcon, Director of HR/Risk Management, Monterey-Salinas Transit District. Ms. Halcon has served on the CalTIP Board for 3 ½ years, and is currently serving on the Nominating Committee. Ms. Halcon has also been nominated to serve on the Member Services Committee which will be discussed under agenda item 5.D.
- Julia Tyack, Transportation Planner, City of Lodi. Ms. Tyack has served on the CalTIP Board for ten years. Ms. Tyack served on the Member Services Committee from 2009-2011 and is currently serving on the Finance and Administration Committee (FAC). Her term on the FAC expires on April 30, 2021.

The Nominating Committee should consider the nominations presented and direct staff to present a slate of one or both candidates to the Board at its meeting in December 2019. Per Governance Policy 2.10, the Nominating Committee may submit more than one candidate for each seat. Per the Bylaws, the Oversight Committee shall consist of "not less than seven nor more than nine members from the Board of Directors."

RECOMMENDATION

Recommend a slate of one or more candidates for election to the Oversight Committee by the Board at its meeting in December 2019 to fill vacancies on the Oversight Committee with terms expiring on April 30, 2020.

REFERENCE MATERIAL

None

GOVERNANCE MATTERS

Agenda Item 5.C.

**SUBJECT: Review Nomination and Recommend a Candidate for the CalTIP
Finance and Administration Committee Position**

BACKGROUND

A solicitation for nominations for one vacant position on the Finance and Administration Committee (FAC) was distributed to the membership on August 30, 2019. The vacancy resulted from Mr. Steve Rosenberg's resignation from the Board. Mr. Rosenberg was serving on the FAC leaving a vacancy. His term expires on April 30, 2020.

One nomination was received for the vacant position. The nomination was for Mr. Steve Barnes, Chief Financial Officer at Golden Empire Transit District (GET). Mr. Barnes has served on the CalTIP Board since March 2018.

Pursuant to CalTIP's Bylaws, the Oversight Committee will conduct an election to fill the vacant FAC position at its meeting in October 2019.

RECOMMENDATION

Recommend the Oversight Committee, at its meeting in October 2019, elect Mr. Steve Barnes to fill the vacancy on the Finance and Administration Committee with the term expiring April 30, 2020.

REFERENCE MATERIAL

None

GOVERNANCE MATTERS
Agenda Item 5.D.

SUBJECT: Review Nominations and Recommend a Slate of Candidates for the CalTIP Member Services Committee Positions

BACKGROUND

There are currently two vacancies on the CalTIP Member Services Committee (MSC), which were previously held by Ms. Katie Marsolan, City of Arcata; and Ms. Melissa Cummins, Siskiyou County. Both positions expire on April 30, 2020. A solicitation for nominations to fill both positions was distributed to the membership on August 30, 2019.

As of the writing of this report, three nominations were received, as follows:

- Lori DaMassa, Management Analyst II/Transit Coordinator, City of Vacaville. Ms. DaMassa assumed her position on the CalTIP Board in August 2018.
- Kelly Halcon, Director of HR/Risk Management, Monterey-Salinas Transit District. Ms. Halcon has served on the CalTIP Board for 3 ½ years and is currently serving on Nominating Committee.
- Matt Mauk, Executive Director, El Dorado County Transit Authority. Mr. Mauk has served on the CalTIP Board for two years, including his time as the City of Folsom's representative on the CalTIP Board (April 2017-May 2019).

Per the Bylaws, the Oversight Committee has the discretion to elect between seven and nine members to serve on the MSC. Including the two vacancies, the MSC is currently comprised of seven members, with four members serving May 1, 2018, to April 30, 2020, term; and three members serving term of May 1, 2019, to April 30, 2021.

The Nominating Committee will be asked to recommend a slate of candidates to fill two vacant positions on the MSC. The newly-elected MSC members' terms expire on April 30, 2020. The Nominating Committee could also recommend a candidate to serve from the date of election to April 30, 2021.

Pursuant to the CalTIP Bylaws, the Oversight Committee will conduct an election to fill the MSC positions at its meeting in October 2019. Per Governance Policy 2.10, the Nominating Committee may submit more than one candidate for each seat.

RECOMMENDATION

Recommend a slate of candidates to be elected by the Oversight Committee, at its meeting in October 2019, to serve on the Member Services Committee.

REFERENCE MATERIAL

None