



February 25, 2021
1:00 p.m.

AGENDA

Board Executive Committee Meeting Telephonic Meeting

Please join the meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/83517282204?pwd=SUhZMzBoUVI0ZXRWdTZvVHA1bWpYZz09>

Meeting ID: 83517282204; Passcode: 065975

You can also dial in using your phone: +1 669-900-6833

Meeting ID: 83517282204; Passcode: 065975

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. Public gatherings are to be limited.

Further, on March 18, 2020, Governor Newsom temporarily suspended the Brown Act requirements pertaining to telephonic conferencing of local government meetings and the requirement to have at least one physical location available to the public for purposes of attending the meeting. As such, RTA has opted to conduct the February 25, 2021 meeting via teleconference. Participants can participate via teleconference in each participant's own office / home area which will not be made physically accessible to the public.

Members of the public wishing to participate via teleconference can do so by joining the meeting from your computer, tablet or smart phone at 1:00 p.m. on February 25, 2021: <https://us02web.zoom.us/j/83517282204?pwd=SUhZMzBoUVI0ZXRWdTZvVHA1bWpYZz09> ; Meeting ID 83517282204; Passcode: 065975; or you may dial in using your phone to (669) 900-6833; Meeting ID 83517282204; Passcode: 065975. If you do not wish to speak, please silence / mute your device during the meeting.

Those wishing to speak during the meeting must submit comments and/or questions in writing for Board consideration by completing the online Speaker Request Form which can be accessed through our website at RiversideTransit.com or by clicking [HERE](#). Please submit your written comments by Wednesday, February 24, 2021, at 5:00 p.m. Once you dial in, you must ensure that you are in a quiet environment with no background noise (traffic, children, pets, etc.) **You must mute your phone until called upon by the Chair or the Clerk to speak.** Once called upon, please unmute your device and speak. You will be warned prior to your allotted time being over.

Any person with a disability who requires a modification or accommodation in order to participate in this meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the Riverside Transit Agency Board of Directors during the meeting, should contact the Riverside Transit Agency Clerk of the Board, telephone number (951) 565-5066, no fewer than two business days prior to this meeting to enable the Riverside Transit Agency to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda item descriptions are intended to provide members of the public a general summary of business to be conducted or discussed. Posting of any recommended action on an agenda item does not indicate what action will be taken. The Board of Directors may take any action it believes is appropriate on the agenda item and is not limited in any way by the notice of any recommendation.

All documents related to any agenda item are available for public inspection at www.riversidetransit.com or through the Clerk of the Board's office at the Riverside Transit Agency, 1825 Third Street, Riverside, CA 92507.

ITEM

RECOMMENDATION

1. CALL TO ORDER

2. SELF-INTRODUCTIONS

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.

RECEIVE COMMENTS

**4. APPROVAL OF MINUTES – JANUARY 28, 2021
EXECUTIVE COMMITTEE MEETING (P.4)**

APPROVE

**5. VEHICLE TRANSFER APPLICATIONS FOR
CONSIDERATION TO BE PLACED ON THE
RIVERSIDE TRANSIT AGENCY'S RETIRED VEHICLE
RECIPIENT WAITLIST (P.8)**

APPROVE

ITEM

RECOMMENDATION

- 6. AUTHORIZE ADDITIONAL EMERGENCY EXPENDITURES WITH WORLD BACK TO WORK FOR EMPLOYEE COVID-19 TESTING THROUGH APRIL 30, 2021 (P.10)**

APPROVE

- 7. NEXT MEETING**

Thursday, March 25, 2021
1:00 p.m.
Riverside County Administration Center
Board Chambers
4080 Lemon St., First Floor
Riverside, CA 92501

- 8. MEETING ADJOURNMENT**

RTA BOARD EXECUTIVE COMMITTEE MEETING
Minutes
January 28, 2021

1. CALL TO ORDER

Chair Linda Krupa called the Board Executive Committee meeting to order at 1:00 p.m. on January 28, 2021 via teleconference.

2. SELF-INTRODUCTIONS

In lieu of self-introductions, a roll call was taken.

Committee Members Attending

1. Linda Krupa, City of Hemet
2. Zak Schwank, City of Temecula
3. Linda Molina, City of Calimesa
4. Bridgette Moore, City of Wildomar
5. Alonso Ledezma, City of San Jacinto
6. Jeremy Smith, City of Canyon Lake

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Craig Fajnor, Chief Financial Officer
3. Jim Kneepkens, Chief Marketing Officer
4. Kristin Warsinski, Director of Planning
5. Rick Kaczerowski, Chief Technology Officer
6. Joan Hepworth, Clerk of the Board

Other Attendees

1. Barbara Raileanu, Agency General Counsel

3. PUBLIC COMMENTS - NON-AGENDA ITEMS

None.

4. APPROVAL OF MINUTES – NOVEMBER 19, 2020 EXECUTIVE COMMITTEE MEETING

M/S/C (MOORE/SCHWANK) approving the minutes of the November 19, 2020 Executive Committee meeting.

The motion carried unanimously.

5. APPROVAL OF MINUTES – DECEMBER 17, 2020 EXECUTIVE COMMITTEE MEETING

M/S/C (MOORE/SCHWANK) approving the minutes of the December 17, 2020 Executive Committee meeting.

The motion carried unanimously.

6. TRANSPORTATION NOW QUARTERLY ATTENDANCE

Mr. Jim Kneepkens presented the Transportation NOW quarterly attendance report which was received and filed.

Director Ledezma joined the meeting at 1:16 p.m.

7. APPROVE AMENDMENT TO CALIFORNIA EMPLOYEES RETIREMENT BENEFIT TRUST (CERBT) DELEGATION OF AUTHORITY TO REQUEST DISBURSEMENTS

M/S/C (SMITH/MOORE) as to the following:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Approve the Chief Administrative Services Officer and the Chief Executive Officer as authorized positions to request disbursements from the CERBT effective March 1, 2021.
- Approve removal of the Controller position as an authorized position to request disbursements from the CERBT effective March 1, 2021.
- Designate the Chief Financial Officer, Chief Administrative Services Officer, and the Chief Executive Officer positions as the Agency staff to request disbursements from the CERBT.
- Authorize the Chair of the Board to execute the amended Delegation of Authority to Request Disbursements on behalf of the Agency.

The motion carried unanimously.

8. 2021-2022 FEDERAL AND STATE LEGISLATIVE PROGRAM

M/S/C (LEDEZMA/SCHWANK) as to the following:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Approve proposed 2021-2022 Federal and State Legislative Program.

The motion carried unanimously.

9. AUTHORIZE EXTENSION OF THE FREE FARES FOR YOUTH AND COLLEGE STUDENTS PROGRAM THROUGH JULY 31, 2022; APPROVE THE MT. SAN JACINTO COLLEGE GO-PASS PROGRAM PRICING STRUCTURE AND PROGRAM REQUIREMENTS; AUTHORIZE EXTENSION OF THE CURRENT AGREEMENTS WITH CAL BAPTIST UNIVERSITY, LA SIERRA UNIVERSITY, AND THE UNIVERSITY OF CALIFORNIA, RIVERSIDE THROUGH JULY 31, 2022 AND WITH THE RIVERSIDE COMMUNITY COLLEGE DISTRICT THROUGH THE FALL 2026 TERM

M/S/C (SMITH/MOORE) as to the following:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize the extension of the Free Fares for Youth and College Students Program through July 31, 2022.
- Approve the Mt. San Jacinto College Go-Pass Program pricing structure and program requirements.
- Authorize extension of the current Agreements with Cal Baptist University, La Sierra University, and the University of California, Riverside through July 31, 2022 and with the Riverside Community College District through the fall 2026 term.

The motion carried unanimously.

10. APPROVE DELAYING BOARD APPROVED JULY 1, 2021 FARE INCREASE TO JULY 1, 2022

M/S/C (MOORE/LEDEZMA) as to the following:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Delay the Board approved fare increase set to take effect on July 1, 2021 to July 1, 2022.

The motion carried unanimously.

11. NEXT MEETING

Thursday, February 25, 2021
1:00 p.m.
Riverside County Administration Center
4080 Lemon St., 5th Floor, Conference Room C
Riverside, CA 92501

12. MEETING ADJOURNMENT

The meeting was adjourned at 1:39 p.m.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

February 25, 2021

TO: BOARD EXECUTIVE COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Natalie Zaragoza, Chief Procurement & Logistics Officer
SUBJECT: Vehicle Transfer Applications for Consideration to be Placed on the Riverside Transit Agency's Retired Vehicle Recipient Waitlist

Summary: The Agency has a policy for transferring title of retired trolleys, service trucks, Type II, Type VII and 40' vehicles (surplus vehicles), to registered 501(c)(3) non-profit or service organizations, municipalities, county agencies and special districts. In order to be eligible for transfer, surplus vehicles must also have surpassed their useful service life as defined by Federal Transit Administration guidelines.

The current vehicle transfer policy dated March 2020 delegates the initial screening process of vehicle transfer applications to staff. Staff reviews each application for compliance; once it is determined that the application is complete and meets the minimum requirements for eligibility, the policy requires Board approval for the applicant to be placed on the vehicle recipient waitlist.

The Agency has received three applications from organizations requesting placement on the recipient wait list for a retired vehicle. Staff reviewed these applications for completeness, determination of site location within the Agency's service area and verification that each applicant is a registered 501(c)(3) non-profit organization, municipality, county agency or special district. The following applicants were found to meet the minimum eligibility requirements as set forth in the policy:

- Student Athlete Foundation, Corona, CA
- ARE Animal Rescue, Hemet, CA
- Women Achieving Success, Perris, CA

Fiscal Impact:

Based on the policy for transferring vehicles, there is no fiscal impact.

Recommendation:

Review and recommend this item to the full Board of Directors for their consideration as follows:

- Approve the vehicle transfer applications that have met the minimum eligibility requirements for placement on the retired vehicle recipient wait list in accordance with the Agency's Vehicle Transfer Policy.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

February 25, 2021

TO: BOARD EXECUTIVE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Natalie Zaragoza, Chief Procurement and Logistics Officer
Laura Camacho, Chief Administrative Services Officer

SUBJECT: Authorize Additional Emergency Expenditures with World Back to Work for Employee COVID-19 Testing Through April 30, 2021

Summary: On November 30, 2020, the State of California Department of Industrial Relations approved new *emergency temporary workplace safety and health regulations* that require employers take additional steps to protect workers who may have been exposed to infectious diseases in the workplace. These new temporary standards apply to most workers in California not covered by Cal/OSHA's Aerosol Transmissible Diseases standard.

To comply, employers must follow the requirements for testing and notifying public health departments of workplace outbreaks (three or more cases in a workplace during a 14-day period) and major outbreaks (20 or more cases within a 30-day period).

Three COVID-19 cases were reported in the Agency's workplace during the week of December 1, and per emergency Cal/OSHA regulations, the Agency immediately put weekly COVID-19 testing in place for all employees who potentially could have been exposed. This testing is currently provided during employee normal working hours and at no cost to the employee. Testing must continue until there are no new COVID-19 cases in an exposed workplace within a 14-day period. Further, an employee may choose to have a test done either through the testing set up by the Agency or through a local health department or clinic, a health plan, or at a community testing center. Employees must then report results to the Agency's HR department for tracking purposes.

During the month of December, the Agency reached another milestone (major outbreak) by having 20 or more positive COVID-19 cases in an exposed workplace within a 30-day period. Per these same guidelines, the Agency must now provide testing to its employees twice per week.

It should be noted that while the regulation requires employers to make the testing available to its employees, employees are not required to take the test.

As of this writing, World Back to Work is providing these services and will continue to provide them through the end of February as approved at the January 28, 2021 Board of Directors meeting.

Transit service is considered essential, regardless of whether that service is provided by RTA employees directly or by contract employees. As such, the Agency must continue to provide service during the pandemic while doing everything possible to protect employees.

In anticipation of the potential for testing needs over the next two months, staff is requesting authorization to continue these services with World Back to Work through April 30. To date, COVID-19 cases have been declining at both Agency facilities and at both of our transportation contractor worksites in Perris. However, in the event of a sudden increase in positive COVID-19 cases, staff is requesting funds to pay for additional COVID-19 testing services. The not-to-exceed amount of \$439,425 would be used only if needed during the period from March 2021 through the end of April 2021. This amount would be sufficient to pay for RTA employee testing and up to 50% of the costs for both of our contractors' employee testing requirements at both Empire Transit and Southland Transit.

Should COVID-19 cases within the Agency and its transportation contractor worksites continue to subside and if the threshold to suspend testing is met, testing will be suspended. As the situation unfolds, staff will provide the Board updates.

Fiscal Impact:

The cost for COVID-19 testing for Agency employees from March 1 through April 30 will be approximately \$303,750. The cost for contract employees (Empire Transportation and Southland Transit) for COVID-19 testing is estimated to be approximately \$271,350 with the Agency reimbursing 50 percent of this cost or \$135,675 total for a total not-to-exceed amount of \$439,425.00.

Expenditures for this request can be absorbed in the current Board-approved FY21 Operating Budget.

Recommendation:

Review and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize additional emergency expenditures with World Back to Work for Employee COVID-19 testing in an amount that will not exceed \$303,750 through April 30, 2021.
- Authorize staff to amend Agreement No. 15-001 with Empire Transportation in an amount not-to-exceed \$85,050 to cover 50 percent of the cost of COVID-19 testing for qualified employees through April 30, 2021 if needed.
- Authorize staff to amend Agreement No. 17-008 with Southland Transit in an amount not-to-exceed \$50,625 to cover 50 percent of the cost of COVID-19 testing for qualified employees through April 30, 2021, if needed.