



AGENDA
EXECUTIVE COMMITTEE MEETING
FRIDAY, MARCH 7, 2014, 9:00 A.M.
OMNITRANS METRO FACILITY
1700 WEST 5TH STREET
SAN BERNARDINO, CA 92411

The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Committee Meeting. The Board Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY). If you have comments about items on the agenda or other general concerns and are not able to attend the meeting, please mail them to Omnitrans at 1700 West Fifth Street, San Bernardino, California, Attention Board Secretary. Comments may also be submitted by email to BoardSecretary@omnitrans.org.

A. CALL TO ORDER

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Friday, April 4, 2014, 9:00 a.m.
Omnitrans Metro Facility

C. COMMUNICATIONS FROM THE PUBLIC

This is the time and place for the general public to address the Board for items that are not on the agenda. In accordance with rules applicable to meetings of the Administrative & Finance Committee, comments on items not on the agenda and on items on the agenda are to be limited to a total of three (3) minutes per individual.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

N/A

E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – February 7, 2014 2
2. Explore Options for Future Governance Structure – Fiscal Year 2014 Management Plan Goal #12 5

F. BOARD BUSINESS

There is no Closed Session scheduled.

G. REMARKS AND ANNOUNCEMENTS

H. ADJOURNMENT



1700 W. Fifth St.
San Bernardino, CA 92411
909-379-7100
www.omnitrans.org

ITEM # E1

**EXECUTIVE COMMITTEE MEETING
MINUTES
FEBRUARY 7, 2014**

A. CALL TO ORDER

The Executive Committee meeting was called to order by Chair Alan Wapner at 9:10 a.m., Friday, February 7, 2014.

COMMITTEE MEMBERS ATTENDING

Mayor Pro Tem Alan Wapner, Board Chair
Mayor Pro Tem Sam Spagnolo, Vice Chair
Council Member Penny Lilburn, City of Highland
Mayor Pat Morris, City of San Bernardino
Council Member Dick Riddell, City of Yucaipa

OMNITRANS STAFF ATTENDING

P. Scott Graham, CEO/General Manager

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Friday, March 7, 2014, 9:00 a.m.
 Omnitrans Metro Facility

C. COMMUNICATIONS FROM THE PUBLIC

There were no communications from the public.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

There were no Conflict of Interest Issues.

E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – January 7, 2014

M/S (Morris/Spagnolo) that approved the Executive Committee Minutes of January 7, 2014. Motion was unanimous by members present.

2. Operations Safety & Security Informational Brief – Presentation

At the request of Board Vice Chair Spagnolo, CEO/General Manager Graham provided a condensed version of the presentation that was presented to the Operations and Safety Committee in January. Vice Chair Spagnolo has also suggested that this presentation be presented to the full Board of Directors.

The presentation reviewed safety, security and technology improvements completed in recent years and also touched on training for Coach Operators operating the 60-foot articulated coaches and the responsibilities of Field Supervisors and Dispatchers.

Board Chair Wapner stressed the importance of developing a mission statement that highlights the Agency's safety philosophy. The Committee also discussed the potential threats to employees, Omnitrans' facilities, and the riding public and how best to balance the right investment between protecting employees, facilities, and passengers.

The Committee discussed the Closed Circuit Television (CCTV) Station and the monitoring of the sbX stations with a suggestion to ensure those that monitor the cameras have the appropriate training and to consider having two individuals at the monitoring stations at all times to ensure the appropriate checks and balances are in place.

CEO/General Manager Graham expanded on the use of CCTV station, Omnitrans' plans to enter into Memorandums of Understanding with the police departments, how the information can be accessed by law enforcement, and the importance of the added value of having an extra set of eyes at the stations to help the riding public feel secure. He also announced that Omnitrans is looking into adding the 'talk back' system at the sbX Stations with available sbX project funds to deter incidents before they occur. The system is approximately \$500,000 and will be presented to the Board of Directors for approval in the near future. Also, if FTA and Board approval is received to sell the Mid-Valley property, some of the funds from the sale of the property could be invested to use this technology in cities throughout Omnitrans' service area so that the public can see the investment made toward their security. In addition to the cameras, Omnitrans' Field Supervisors will soon take classes to issue misdemeanor citations for fare evaders and will be wearing jackets labeled Fare Inspector, which will be advertised to the passengers. It is believed that this will add another level of security, deter culprits, and make riders feel safer while riding Omnitrans.

The Committee requested that this presentation be provided to the Board, to include a copy of the PowerPoint being included in the agenda packet, and the direction that it be reviewed with law enforcement to ensure that no safety sensitive information is presented.

F. BOARD BUSINESS

The Committee adjourned to Closed Session at 10:01 a.m.

Closed Session

1. Existing Litigation, pursuant to Government Code Section 54956.9(a), Robert Miller v. Omnitrans, San Bernardino County Superior Court, Case Number CIVDS 1400420

Open Session

The Committee reconvened to Open Session at 10:07 a.m.

There was no reportable action taken during Closed Session.

G. REMARKS AND ANNOUNCEMENTS

Due to a scheduled trip of SANBAG leadership to Washington, DC, SANBAG has rescheduled its April Board Meeting to April 9, the second Wednesday of the month. Therefore, to make it more convenient for those who serve on the Omnitrans and the SANBAG Board, Omnitrans will also reschedule its Board Meeting to April 9, with the announcement made at the March Board Meeting.

H. ADJOURNMENT

The Executive Committee adjourned at 10:30 a.m. The next Executive Committee Meeting is scheduled Friday, March 7, 2014, at 9:00 a.m., with location posted on the Omnitrans website and at the Omnitrans San Bernardino Metro Facility.

Prepared by:

Vicki Dennett, Assistant to CEO/General Manager

ITEM # E2

DATE: March 7, 2014

TO: Board Chair Alan Wapner and Members of the Executive Committee

FROM: P. Scott Graham, CEO/General Manager

**SUBJECT: FISCAL YEAR 2014 MANAGEMENT PLAN
GOAL #12 - OPTIONS FOR FUTURE GOVERNANCE STRUCTURE**

FORM MOTION

Receive update on Fiscal Year 2014 Management Goal #12, Explore Options for Future Governance Structure of Omnitrans.

BACKGROUND

An Attorney-Client Privileged brief has been received regarding the Fiscal Year 2014 Management Plan's Goal #12, Explore Options for Future Governance Structure of Omnitrans, adopted by the Board of Directors on July 10, 2013.

The CEO/General Manager will provide an overview of the options identified, and seek Executive Committee concurrence of the tasks to be addressed by the Ad-hoc Committee, which will be appointed by the Board Chair.

- Existing Joint Powers Authority Structure – What are the strengths and weaknesses?
- Explore Alternate Governance Structures – What are the alternatives?
- Define Evaluation Criteria – What criteria will be used to evaluate each alternative?
- Funding Sources – What funding sources are available for each alternative identified?

Once appointed, Omnitrans will work closely with the Ad-hoc Committee to provide all necessary information to assist them in developing a recommendation for consideration by the Board of Directors.

PSG:VD