

MINUTES OF REGULAR MEETING
OF
BOARD OF DIRECTORS
OF
SOUTHERN CALIFORNIA REGIONAL TRANSIT TRAINING CONSORTIUM

November 16, 2011
Los Angeles Trade Tech College (new building-TE-501)
400 West Washington Boulevard
Los Angeles, California 90015

The Board of Directors of the Southern California Regional Transit Training Consortium (the “consortium” or “SCR TTC”) held a regular meeting on November 16, 2011, at Los Angeles Trade Tech College, 400 West Washington Boulevard, Los Angeles, California.

Consortium directors Patrick Astredo, Chair, Tom Barrio, Mike Bonacio, Rolando Cruz (by phone), Peter Davis (by phone), Tommy Edwards (by phone), Jack Gabig, Jess Guerra, Cal Macy, Ralph Merced (by phone), and Frank Scholl (by phone) were present for some or all of the meeting. Directors Pam Boswell, Jannet Malig, Greg Newhouse, and Gail Schwandner were absent.

The following individuals were also present for some or all of the meeting:

Nina Babiarz (Training Director, SCR TTC)
Leticia Barajas (Acting Vice President, LA Trade Tech College)
Jordan Cantillano (LA Trade Tech College)
Eldon R. Davidson (El Camino College)
Ed King (Director of Transit Services, Santa Monica Big Blue Bus)
Jack Dooley (Omnitrans)
Alan L. Fox (Secretary, SCR TTC)
David M. Stumpo (Program Manager, SCR TTC)

I. Welcome, Roll Call, and Introductions.

Patrick Astredo, Chair, called the meeting to order at 12:06 p.m. Chair Astredo introduced himself, welcomed everyone in attendance in person or by phone, and in turn asked all meeting participants, including those participating by phone, to introduce themselves and their affiliations. Each person in attendance proceeded to introduce himself or herself. Chair Astredo thanked Los Angeles Trade Tech College for its generosity and hospitality in hosting the lunch which immediately preceded the meeting. Leticia Barajas, Acting Vice President for Workforce Development and Academic Affairs, in turn welcomed everyone to the meeting on behalf of L.A. Trade Tech College,

and offered brief descriptive comments about L.A. Trade Tech College and its workforce development program.

II. Approval of Minutes.

Chair Astredo requested discussion or comments regarding the proposed minutes describing the August 17, 2011, regular meeting of the Board, as previously distributed to the Board and posted on the SCRTTC website. Upon motion by Jack Gabig, and seconded by Jess Guerra, the minutes of the Board meeting of August 17, 2011, were unanimously approved. Chair Astredo complimented the consortium Secretary on the detail and accuracy of the overall maintenance and record-keeping of the minutes, and the Secretary in turn complimented the editing of Dave Stumpo and remarked on the teamwork involved in recording the discussions and activities of the Board.

III. Secretary Report.

Alan Fox, SCRTTC Secretary, reported that there was no new information or activity which deserved comment involving the consortium secretarial functions.

IV. Management Report.

A. Salient Activities Report.

i]. Monthly Management Report, FTA Quarterly Report, RFG Report.

Dave Stumpo referred the Board to the Monthly Management Report for details regarding the consortium's activities and reports. He announced that the Monthly Management Report would henceforth be prepared and distributed quarterly. He reported that the RFG Fund overseers had asked for another consortium report for the July-September, 2011, period, which report has been supplied. He advised the Board that the RFG funds as received must be spent on scheduled training, and not encumbered or invested for future use, and that the accounting effort to track and report the regular use of such funds is considerable.

a). Training Status, Financial Status. Stumpo, updating the training status figures contained in the Executive Summary of the September, 2011, Monthly Management Report, related to October's numbers in that a total of 26,362 hours of training has been delivered over the lifetime of the consortium, to a total of 1,970 people. He reported that the consortium is at and exceeding its training targets in relation to the FTA grant, and is on target in relation to the RFG grant.

Stumpo indicated that the consortium has spent its RFG funds on a timely basis according to RFG milestones, and that training classes are in process of being scheduled for the next calendar year. He reported that the FTA currently owes the consortium for its August, September, October, and November services, having initially

reimbursed the wrong account, but that the problem has been identified and is hopefully being corrected.

b). Membership Status. Stumpo reported that the consortium currently has 37 members. He announced that Citrus College has recently rejoined the consortium, that Kern County College has joined, and that Saddleback College has received internal board approval for membership, has paid its dues, and has joined. He added that the members of the Bus Operations Subcommittee (“BOS”) of the Technical Advisory Committee of Los Angeles County Metro, consisting of the transit agencies in Los Angeles County, have been added as members, and that all their membership dues have been paid, consistent with the BOS agreement. He reported that all other membership including transit’s outside LA County and the colleges on the consortium’s lists have been invoiced for the forthcoming year. Nina Babiarz thanked Board member Jack Gabig for hosting a successful consortium new member orientation on September 28th, which both Nina and Jack characterized as “well attended” with “great interaction.” Nina reported that the consortium is moving forward with needs assessments for new members.

V. Board and Committee Reports

A. Government Relations Committee Activities. Peter Davis, Committee Co-Chair, initiated the Committee’s report by phone, commenting that the Committee has been working hard “on a few things” and asking Nina Babiarz to assist with descriptions of recent efforts and activities. Nina in turn described a funding opportunity with Caltrans, which for a variety of reasons including Kimberly Gayle’s departure from Caltrans for the FTA and communication misunderstandings with Caltrans, involved a delayed release of the anticipated September Request For Proposal from Caltrans. Nina described the opportunity, involving a Rural Transit Assistance Program, as a program management/consulting-type project which may not be a perfect fit for the consortium but which involves \$800,000 in funding over 18 months and which may still have considerable interest for the consortium.

Nina and Peter Davis proceeded to report new and potentially exciting information involving ongoing funding efforts in Washington, D.C. As reported by Nina, Pat Jordan, a contract lobbyist for Santa Monica Big Blue Bus in Washington, has identified, and encouraged the consortium to pursue, a public works bill which would include a large workforce development component and which is being championed and advanced in connection with the U.S. Senate Environmental & Public Works Committee, of which California Senator Barbara Boxer is Chair. Nina described the bill, which includes ITS and potential community college involvement in its structure, as constituting a potentially significant federal funding and training opportunity for the consortium, especially in light of the apparent conclusion of all earmark funding at the national level. As cited by Nina, one subsection of the proposed legislation requires implementation of specified ITS program activities, including activities “to develop a workforce capable of developing, operating and maintaining intelligent transportation systems”, and in general it anticipates increased availability of ITS workforce development funding. Pat Jordan has recently asked Nina and the consortium if it can generate support for the bill from the California Assembly and Senate transportation committees, and toward that end Nina

reported recent, productive meetings among California Assembly Transportation Committee Chair Bonnie Lowenthal, Nina, and Board member Gail Schwandner, by virtue of the consortium's participation in the Intelligent Transportation Society of California (ITS California) Annual Meeting and Exhibition in mid-November in Long Beach. Nina further reported a November 16th joint informational meeting of the California Senate Transportation and Housing Committee and the Assembly Transportation Committee at Long Beach City Hall, at which Gail Schwandner was scheduled to testify on behalf of the consortium. Given the fact that the consortium currently represents in its membership over 40 congressional districts within the state, it is anticipated that a similar letter of support can be generated from the state senate committee for the federal environmental public works bill described above. Chair Astredo thanked Nina and Peter Davis for the encouraging information, and remarked that the consortium needs to keep steadfastly pursuing its funding goals.

B. Finance and Budget Committee.

i]. Meeting Update---BOS Discussion/Budget. Rolando Cruz, Committee Chair, reported by phone that the consortium has received, and deposited in its account as of October 19th, \$600,000 from BOS to cover anticipated training over the next three years pursuant to its recently executed agreement with the consortium. Cruz related that \$140,000 of such amount is devoted to scheduled training in the January-June, 2012, time period. As reiterated by Cruz, the BOS grant will cover consortium membership dues for all Los Angeles County-based transit agencies, stipulated expenses for a general manager's salary and website creation, and commitments from the consortium for delivery of at least six training courses in 2012 and a total delivery of twelve courses between 2012 and June, 2014.

ii]. Resolution #11-1116-A-Management contract-SCRTTC. Cruz informed the Board that the proposed resolution, as contained in the materials provided to the Board in advance of the meeting, is intended to extend the contractual agreement with APTREX to handle and oversee the BOS program, including the guaranteed delivery of twelve training courses, the management of applicable bank accounts, and the related responsibilities undertaken by the consortium with relation to the BOS grant. Dave Stumpo commented that the scope of work involved is approximately half of what is involved with the FTA contract, and that Stumpo's time will be scaled back to approximately one-third what it has been while Nina Babiarz will in essence serve as full-time director of training through APTREX commencing in January 2012. Upon motion made by Jack Gabig, and seconded by Mike Bonacio, Resolution #11-1116-A was unanimously approved.

iii]. Resolution #11-1116-B-Amend RFG Mgmt Contract Dates. Cruz asked for approval of a second proposed resolution, also contained in the materials distributed to the Board in advance of the meeting, amending the consortium's contractual commitment to APTREX pursuant to the RFG management agreement for a 36-month period beginning April 1, 2011, and extending to March 31, 2014. Cruz explained that the resolution is intended to extend the date and time of the APTREX contract to coincide with the expiration date of the RFG agreement, and to provide a breakdown of costs associated with the RFG contract budget and milestones. Upon

motion of Jess Guerra, and seconded by Tom Barrio, proposed Resolution #11-1116-B was unanimously approved.

Rolando Cruz in addition to the above reports and resolutions announced that a regional bus transit rodeo competition would take place at the Foothill Transit facility in Arcadia on April 7, 2012. He stated that a southern California sponsor for the competition would be highly desirable. Cruz explained how the competition works, and that, with a business model involving training the region's bus mechanics, the event is consistent and in line with what the consortium is doing. Cruz further explained that the Board's ad hoc Executive Committee had recently discussed a possible sponsorship of the event on behalf of the consortium up to a total of \$2,000, using the consortium's operating funds for such sponsorship. Chair Astredo commented that participants in the rodeo would constitute in large measure the consortium's customer base. To Frank Scholl's question whether federal grant money would be used for the sponsorship, Cruz and Stumpo replied in the negative, explaining that any such financial support would necessarily come from operating funds primarily derived from membership fees. Upon motion by Chair Astredo, and seconded by Cal Macy, the Board unanimously approved a sponsorship by the consortium of the regional bus rodeo in April, 2012, of up to \$2,000, with the understanding that the funds to be used would come from the consortium's marketing or operating account, and not from grant monies.

C. Education Services Committee. Committee Chair Jess Guerra reported that the Committee met on October 19th, and again on the morning of November 16th, and that it has scheduled a next Committee meeting for December 14th. He related that a significant subject for discussion has been a possible certification process for trainers, subcontractors, and those involved in direct training as well as course development and validation, and that a Committee goal is to have a recommendation or program in place for such certification by the next Committee meeting. Guerra characterized a focus of the last few meetings as being the handling of the increased number of classes currently being scheduled, and he provided examples of the increased activity. Guerra as well mentioned the potential need for new funding sources for training, especially for hybrid vehicles, suggesting Kern Community College and El Camino College as possibilities, and transit agencies as possible sources for safety equipment such as gloves, boots and safety glasses, again especially in connection with hybrid training. Guerra emphasized that the increased training activity, in part created by the RFG training commitments, has created new challenges for the consortium, including providing the basic training "building block" classes such as DVOM which haven't been offered in some time. Nina cited courses for CNG safety and cylinder inspection, and DVOM, which had to be cancelled for lack of sign ups, with the consequent danger of losing funding for such training. Dave Stumpo re-emphasized the seemingly dramatic increase in training classes, noting that there is a significant amount of training scheduled in future months. He mentioned that a course calendar/catalog will be on the consortium website.

D. Administration Committee. In the absence of Committee Chair Jannet Malig, Dave Stumpo indicated that there had been no formal Administration Committee meetings held since the last Board meeting. Stumpo announced that he had asked Ralph Merced, who was absent with the flu, to phone in to the meeting. Merced came on the line, and commented that he has been on the Board since 2004 and is now officially announcing his resignation from the Board, in line with his retirement from Santa Monica Big Blue Bus in December. Merced expressed his appreciation and pleasure at his

opportunity to serve on the Board, and his desire to help the consortium on a continuing basis. Merced then announced his desire to nominate Ed King, Director of Transit Services for Santa Monica Big Blue Bus, as his replacement on the Board, and he provided background on Ed King. Chair Astredo expressed both his personal thanks as well as the thanks of the Board and the consortium as a whole for Ralph Merced's service, loyalty and many contributions to the consortium as Board member and former chair. The Board and meeting participants applauded Ralph Merced. At Chair Astredo's request for a formal motion to accept Merced's resignation, Tom Barrio so moved acceptance, Chair Astredo seconded the motion, and the Board unanimously accepted the resignation. At the further request for nominations to fill the vacancy created by Merced's resignation, Peter Davis by phone nominated Ed King to the Board, and Jess Guerra seconded the motion, supporting proposed Resolution #11-1116-C to accept the nomination. Following discussion, including the opportunity for other nominations, the Board voted unanimously to elect Ed King to the Board. Jess Guerra welcomed King to the Board, and Ed in turn spoke briefly, mentioning his working relationship and friendship with and affection for Jim Ditch, his delight and honor in being able to serve on the Board, and his understanding of the many training achievements of the consortium over the past several years.

IV. New Business/Open Items/Discussion/Questions/Answers.

A. Results of the James A. Ditch Golf Tournament-San Jose. Dave Stumpo summarized the Jim Ditch golf tournament in San Jose on November 1st by characterizing it as a success. Stumpo complimented the organizational work of the golf committee, consisting of Rolando Cruz, Macy Neshati, Ralph Merced, and Rashidi Barnes, commenting that the committee had done a "yeoman's job". He reported that there had been large participation, with approximately 77 actual players participating, notwithstanding that organization of the event had been made somewhat more complicated by virtue of it being held in northern California. Rolando Cruz on behalf of the committee provided by phone preliminary financial information regarding the tournament, relating that projected revenues from the event would amount to approximately \$24,500, which, with approximately \$13,500 in expenses, will ultimately produce slightly more than \$11,000 in net profit. Cruz reported that with the net from the tournament, the balance in the Ditch Fund will now be approximately \$48,000. Cruz announced that the third annual tournament on behalf of the Ditch Fund will take place before the CTA conference on November 6, 2012, in the Palm Desert area, courtesy of SunLine Transit as host, and that SunLine executives Tommy Edwards and Michael Olsby will be "researching" certain area courses for suitability in advance of the tournament. Cruz stated that before the next Board meeting the Ditch Fund Committee will have met and will recommend how to disseminate or allocate distribution of the funds in terms of recommended amounts, timing, and recipient individuals and/or causes. He estimated that because of the next year's southern California tournament location, the event will draw even more attention and participation than the recent event in San Jose. Chair Astredo thanked Cruz for all his work in organizing and overseeing a successful tournament.

B. Public Private Partnerships. Dave Stumpo commented that he wants

to direct the Board's attention and sensitivity to the consortium's public private partnerships with outside supporting organizations such as, by way of example, A-Tech and Clean Energy, and that the Board should recognize and be alert to opportunities for providing appropriate returns to such partners for their sponsorship. Any expenditure by the Consortium will be coming from the proceeds of the PPP program. Nina reported that the consortium has a new such partner in Complete Coach Works of Riverside.

C. Other. Peter Davis inquired whether the scheduled 2012 date for the Board Workshop can be changed to March 29th from what is currently set for March 28th. Davis proceeded to comment on the current political and financial situation involving the future of high-speed rail in California, and specifically its impact on the consortium. Davis reported that considerable controversy exists regarding how, whether and when development of high-speed rail will be funded, but that in his opinion the governor will ultimately arrange for its funding, with bus transit being an integral part of the ultimate rail system. Davis reported that the initial location of the system to be developed will be between Bakersfield and Merced, that bus transit by virtue of its functions will be at the "tail end" of the system, and that millions of dollars will necessarily be involved in the system's development. Davis expressed his belief that a model for what the high-speed rail system evolves into will be based in part on what the SCR TTC does and has done, and that, accordingly and as a result of the consortium's example and practices, a "great deal of good" comes from the consortium organization.

Dave Stumpo announced that thanks in part to Jess Guerra and a presentation made by Guerra at the APTA annual conference and exhibition in New Orleans in early October, the consortium is generating more interest and exposure nationally, including interest expressed by outside participants at the conference in possibly joining the consortium. Guerra added that he had received "lots of feedback" and positive reaction to his presentation, and that the presentation seemed to have been effective in raising awareness of the consortium and its activities. Stumpo indicated that at least in part as a result of Guerra's presentation, he has been invited to make a presentation to the Colorado Transit Association on November 21st. Stumpo and Guerra summarized the effects of Guerra's presentation by observing that the more the consortium can become better known regionally and nationally, the more support it will receive and the more legislative awareness it will generate.

Dave Stumpo then offered what he characterized as a few final comments on behalf of Ralph Merced and Ralph's services to the consortium, expressing to Ralph the thanks of the Board and its members and presenting certain gifts which he asked Ed King to bring back to Ralph in Santa Monica.

Chair Astredo proceeded to go around the room and ask for concluding comments from any and all participants who wished to speak. Jack Gabig commented that one idea which originated from the orientation meeting of new consortium members in September and which seems worthy of further consideration is the possibility of developing an official, formal, state-sanctioned certification program for bus mechanics. Gabig remarked that being highly or officially certified might well make mechanics more marketable, and thus advance the development of the mechanic workforce, and he inquired concerning the Board's reaction to the idea. Jess Guerra responded that he's noticed apprenticeship programs being highly valued in certain sections of the country

such as Florida, and that development of the idea at the state level may not be easy but would potentially be highly valuable. Stumpo commented in turn that the consortium may well be an appropriate mechanism for the development of the idea, and that it may as well be able to go out for applicable funding. Chair Astredo remarked that it is a great idea. Guerra added that a considerable amount of the basic training for such a program is already in place. Peter Davis, supported by Cal Macy, cautioned that building such credit award-related programs and “staff-able credentials” is great in theory, but must involve the practical reality of available jobs for such credentialed students. Guerra supported the necessity for jobs, stating that such a program must be not only feasible but sustainable. Stumpo concluded the discussion by suggesting that the idea be placed among the projects and responsibility of the Education Committee to keep an eye on and develop as appropriate.

Nina mentioned the possible need for bilingual training, indicating that the subject came up at the September orientation meeting of new members and had been raised by one of the new Los Angeles County-based BOS members in response to a needs assessment survey. Nina suggested that the idea should perhaps be considered, and that there are certain people and groups whom the consortium might engage to help in any such effort.

Rolando Cruz reminded the meeting that Long Beach Transit will be hosting the APTA rodeo conference in Long Beach in May, 2012. He mentioned that white papers will be sought, and that Jess Guerra may be able to help with such efforts.

Chair Astredo announced that the next Board meeting will take place February 22, 2012, at California State University Long Beach.

Chair Astredo adjourned the meeting at 2:04 p.m.

Respectfully submitted,

Alan L. Fox
Secretary