

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

July 10, 2008
Long Beach Transit---Jackson Facility
68th & Cherry Streets
Long Beach, CA.

The Board of Directors of the Southern California Regional Transit Training Consortium (the “consortium”, or “SCR TTC”) held a special meeting on July 10, 2008, at the Jackson Facility of Long Beach Transit, 68th and Cherry Streets, Long Beach, CA.

The following directors were present for the meeting:

Patrick Astredo	Ralph Merced, Chair
Tom Barrio	Greg Newhouse
Rolando Cruz	Mike Slavich
Jess Guerra	Dayle Withers

Directors Steven Donley and Pete Sparks were absent.

Also present were the following individuals:

Nina Babiarz (Training Facilitator and Coordinator, SCR TTC)
Peter Davis (Statewide Director, Advanced Transportation Technologies and Energy)
Alan L. Fox (Secretary, SCR TTC)
Bob Hildebrand (Gardena Transit)
James Jones (Torrance Transit)
Steve Mullaly (L.A. Metro) [briefly, following Planning Committee meeting]
Frank Scholl (OCTA) [briefly, following Planning Committee meeting]
Dave Stumpo (Program Manager, SCR TTC)
Steve Tomory (Rio Hondo College)

I. Welcome, Roll Call and Introductions

Ralph Merced, Chair, called the meeting to order at 12:55 p.m., following an

earlier meeting of the SCR TTC Planning Committee, and he welcomed everyone to the special Board meeting of the SCR TTC. Chair Merced requested each meeting participant to introduce himself or herself, and each of those present in turn provided his/her name, affiliation, and in some instances additional comments or explanation regarding his/her presence and interests. There were no individuals participating by phone.

II. Approval of Minutes

Chair Merced requested comments or discussion regarding the proposed minutes of the May 14, 2008, Annual General Meeting of the consortium, copies of which had been posted on the consortium website in advance of the meeting. Upon motion by Patrick Astredo, and seconded by Greg Newhouse, the minutes of the meeting of May 14, 2008, were unanimously approved.

III. Presentations

A. SCR TTC History.

Dave Stumpo, SCR TTC Program Manager, introduced the subject of the consortium's background and history by remarking that a recap of the May 14th Annual General Meeting of the SCR TTC reflected a need for a general understanding of the history of the consortium and its evolution into its present status, together with a more specific awareness of what SCR TTC leadership is trying to accomplish in terms of the consortium's goals. He characterized this special meeting of the Board as a collective effort to help define the Board's "vision" of the consortium's future, and to mould a common understanding of the SCR TTC's direction and objectives.

Stumpo proceeded to provide a power point presentation and narrative explanation of the highlights of the consortium's development and evolutionary history. Stumpo described the initial discussions and ideas which led to the formation of the consortium, indicating its original membership, its reliance on a balance or "marriage" between transit agencies, on the one hand, and community colleges as educational agents, on the other, and the transit and technical regional workforce demographics which led to an understanding of the potential value and importance of a training consortium such as the SCR TTC. Stumpo described the consortium's focus as being on a combination of administrative, organizational, legislative, and planning functions ultimately directed to professional transit workforce training. Stumpo reiterated the consortium's Mission and Goals as a "learning model", as collectively discussed and agreed upon most recently at the Board Retreat in October, 2007. He described the organization's start-up and early operation details, together with its administrative and funding efforts, all with specific dates and financial grants, where applicable.

Dave Stumpo summarized for the Board the fund raising and legislative efforts which led to the successful attainment of the Earmark funding which currently supports the consortium, remarking that the consortium presently has no sources of revenue beyond the Earmark funding. He described the organizational, planning, and training efforts conducted and delivered by the consortium to date, emphasizing that the list of accomplishments by the consortium is long and that his descriptions only focus on the highlights. He specifically enumerated the total number of training hours delivered to date, the number of trainers and technicians who have attended training courses delivered by the consortium, and the percentage of the training/technical workforce population represented by consortium trainees within the region. He compared the total number of training hours and technicians involved to date in consortium courses with the consortium's declared goals for hours and trainees as recently as October, 2007. Nina Babiarz in turn presented updates on the current state of the consortium's course inventory, needs assessments, and gap analysis.

Dave Stumpo described and summarized the subjects and conclusions of the various brainstorming sessions conducted at the SCR TTC Board Retreat in October, describing Board decisions involving budgeting, funding, operations and management, third party sponsorship and associate member/vendor involvement, governance and organizational structure, policies and procedures, subcommittee roles and responsibilities, outreach and communication, and long term goals. He outlined a Board Agenda Planner considered and discussed in October, involving Board nominations, budget approvals, policy changes, possible bylaw changes, and a 2008 calendar. He concluded his summary of the history and development of the consortium to date by raising questions concerning the Board's decisions for a 2009 pre-Annual General Meeting Board Retreat, the Board's vision for its activities and goals beyond the expiration of the Earmark funding, and strategic issues in general.

B. Recap the Annual Board Retreat Information

Following the descriptions and summary of the consortium's development history, Dave Stumpo encouraged the Board to present open-ended questions regarding any aspect of the organization's history and/or its current status and near and future goals. Jess Guerra in turn inquired of the sources for the funds for the training and organizational advice provided to northern California transit agencies. Stumpo responded by recounting the history of two FHWA grants for training development in both northern and southern California, and the uses made of such monies, their careful division in line with the restrictions placed on such grants, and Aptrex's role in connection with such grants. Guerra questioned generally whether the SCR TTC would at some point find itself competing with northern California and other areas for the same funding dollars. Stumpo summarized the current status of training and organizational efforts in northern California, and advised that no formal transit training organization has been created to this date in that area.

Rolando Cruz, discussing the fact that the current Earmark funds have a limited term and that the consortium will by October, 2010, be without continuing

funding unless other revenue sources are generated, emphasized that the consortium must actively and realistically evaluate where possible funding sources exist. Cruz inquired how are we currently going about seeking such additional funding? He strongly agreed that the consortium's development of a national model was proper and join with others as necessary in soliciting such funding. Patrick Astredo cautioned the Board and consortium leadership to continue to concentrate on the tasks immediately at hand, specifically including training, and not lose focus on its primary responsibilities through over-emphasis on long term goals. Tom Barrio reiterated that the near and mid-term vision developed and enunciated at the consortium's Board Retreat in October also always included the understanding that the 'Big Picture' involved the SCRTTC's pursuit of private industry sponsors as well". Cruz returned to the issue of how, when and through whom the consortium is turning for its future funding, and challenged the Board in relation to its specific vision for the future.

IV. Workshop--Exercise (ALL)

A. SCRTTC Vision

Patrick Astredo suggested that the consortium define its funding priorities, which he commented should start with continued federal funding, followed by third party and vendor associate member sponsorships. Jess Guerra stated that the consortium already has a base idea of what it needs. Rolando Cruz countered that the Board has not yet specifically enunciated or defined sufficiently what it needs, and that its vision must include the funding means to achieve its training goals.

B. Strategic Issues--SCRTTC Planning Goals

Dave Stumpo attempted to summarize and prioritize the SCRTTC's requirements and goals based on the discussions and suggestions offered, particularly for the time periods beyond 2010. Stumpo emphasized sustainability, mentioning the consortium's current financial reserves generated through membership fees (which he remarked should be spent only where reimbursable), and he emphasized the consortium's continuing goals of 2000 training hours and the development and sustainability of three to five new training courses on an annual basis. He recounted the relationships with and status of training groups in Oregon, Florida, and northern California, and advised the Board that near-term collaborative business relationships with groups in such areas are not likely for a variety of reasons including dissimilarities in business models. He characterized the consortium's funding priorities for the period beyond 2010 as necessarily focusing on public and private grants, followed by federal earmark funding of the kind currently benefiting the consortium, followed in turn by vendor and third party sponsorships. He advised that future training emphases should include improving hiring programs and developing apprenticeship programs.

V. Next Steps

A. Preparation for the AUGUST Meeting

Dave Stumpo announced after consulting the Board that the August Board meeting would be moved to August 20th in order to accommodate members' schedules. He outlined what he characterized as a Board Agenda Planner for the meeting, indicating that major subjects of the meeting's agenda would include management contract renewal, approval of appropriate policy changes, approval of appropriate bylaw changes, if any, and the setting of the 2008-2009 meeting calendars.

Rolando Cruz inquired whether the August Board meeting could include financial information covering the costs for developing and delivering five new training classes, the specific costs for delivery of existing classes, an explanation of the minimum amounts necessary for the consortium to survive and function beyond 2010, and an extension of the consortium's financial projections to 2014.

Dave Stumpo indicated that tentative Board meeting dates for the forthcoming year are August 20th, November 12th, February 18th, March 18th (Board Retreat), and the SCR TTC's Annual General Meeting on May 20th.

VI. Final Board Comments.

Chair Merced asked the meeting participants to go around the table and offer any final comments which anyone and everyone felt appropriate. Peter Davis, newly appointed Chair of the Economic Workforce Development Committee, requested of the Board and consortium management a short written narrative covering what his Committee should be doing, to which request Dave Stumpo assured Davis that such a narrative would be forthcoming. Various Board members joked in further response to the request that the Committee should be raising money for the consortium, period.

Steve Tomory thanked Rolando Cruz and Long Beach Transit for the meeting accommodations and delicious lunch, which was provided during the course of the meeting.

Alan Fox, Co-Chair of the consortium's Organization subcommittee, noted that the meeting agenda item regarding the Organization Committee had been inadvertently skipped earlier in the meeting. Fox proceeded to recommend, pursuant to discussions at the immediately preceding Board meetings, that the Organization Committee be reconstituted, with the appointment of new Board members to reflect the current operations, needs, active personnel, and interests of the consortium. Fox recommended that the new Committee consist of Patrick Astredo and Alan Fox as Co-Chairs, with Jess Guerra, Pete Sparks, Rolando Cruz, Mike Slavich, Ralph Merced, and Greg Newhouse as Committee members. Patrick Astredo agreed to serve. Upon motion

by Rolando Cruz, and seconded by Tom Barrio, the recommendation for and nomination of the new Organization Committee was unanimously approved by the Board.

Rolando Cruz then suggested that the consortium formally consider adopting a Vision for where it should be in the 4-8 year time period, commenting that the consortium should define the balance of its future objectives not previously discussed. The suggestion was made that a mission statement should be drafted and adopted for each of the consortium's working subcommittees. Patrick Astredo suggested that the Organization Committee draft an initial mission statement for each such committee, and Dave Stumpo commented that an initial draft would be created to present to the Board at its next meeting.

A suggestion was made that the consortium provide free training for Riverside Transit when training is next given at Omnitrans in San Bernardino, with the purpose of exposing Riverside Transit to the benefits of transit training by the consortium and ultimately persuading Riverside Transit to join the consortium.

Chair Merced reiterated Steve Tomory's thanks to Rolando Cruz and Long Beach Transit for hosting the meeting and lunch. Chair Merced as well thanked all meeting participants for their attendance and for creating a "spirited meeting", which he characterized as "two in a row".

The meeting adjourned at 3:14 p.m.

Respectfully submitted,

Alan L. Fox
Secretary