

Budget and Administration/Personnel Committee

Draft MINUTES
Thursday, December 14, 2006
3:00 pm

CAO Conference Room, 5th Floor
701 Ocean St, Santa Cruz

Attendees: Members: Commission Alternate Gustavo Gonzalez
Commissioner Ellen Pirie
Commission Alternate Andy Schiffrin

RTC Staff: George Dondero, RTC Staff
Luis Mendez, RTC Staff
Grace Blakeslee, RTC Staff
Tegan Speiser, RTC Staff
Yesenia Parra, RTC Staff

Due to lack of a quorum, no official actions were taken. An informational meeting of the Committee convened at 3:07 pm and was chaired by Commission Alternate Andy Schiffrin.

1. Introductions – Self-introductions were made.
2. Additions/Changes to Agenda –Add-on pages were distributed for the Autonomy Update (Item 8).
3. Oral Communications - None

CONSENT AGENDA

4. Approve Corrected Minutes from August 17, 2006 Committee Meeting (changes noted in underline/strikethrough format) – (Deferred to 01/18/07 B&A/P Meeting.)
5. Approve Minutes from October 12, 2006 Committee Meeting - (Deferred to 01/18/07 B&A/P Meeting.)

REGULAR AGENDA

6. Accept staff report on the requirements of AB 1234

Luis Mendez reported that all commissioners and alternates have completed the AB 1234 mandatory training. Mr. Mendez also reviewed the requirements for expenditure reimbursement under AB 1234. Staff will work with legal counsel to prepare a draft policy addressing the reimbursement requirements and other recommendations regarding AB 1234 for consideration by the committee. Staff requested input on activities not already listed in

AB 1234 which could constitute the performance of official duties and should be considered for expense reimbursement.

Commission Alternate Schiffirin raised a concern regarding commissioners or their alternates paying for the AB 1234 training themselves since it is a State mandate. He recommended that the Commission reimburse out-of pocket expenditures for the AB 1234 training.

7. Approve Staff Recommendations Regarding Adopting a variable tow vehicle fuel price for the 2007 Freeway Service Patrol (FSP) Procurement Contract.

Grace Blakeslee presented the proposal to use the Federal Department of Energy Average fuel prices for California with a 4% escalation to account for the higher fuel prices in the San Francisco/Santa Cruz Bay region to calculate a new hourly rate fro FSP tow services each month. This will address concerns and risks resulting from the significant fluctuations in fuel prices.

Ms. Blakeslee also reviewed other aspects of the Variable Tow Vehicle Fuel cost proposal for the Freeway Service Patrol Procurement Contract. Although the staff recommendations were not approved due to lack of a quorum, those commissioners and alternates who were presented expressed no objections to the proposal.

8. Update on RTC Autonomy

Ms. Speiser reviewed the RTC Autonomy Work Plan and Timeline and gave a brief update on the status of the discussions with employee bargaining units regarding participation in Social Security.

Commission Alternate Shiffirin stated that he was very impressed with the report format and that it was very helpful. He requested that the work plan and timeline be updated to reflect only those tasks that are not completed, that each task have a projected completion date and that items not yet completed be assigned a new target date. He requested that the work plan be brought back for review at the January18, 2007 B&A/P meeting.

9. Approve Staff Recommendation that the Committee recommend that the Commission review the Request for Proposals to conduct Triennial Performance Audits, identify any specific issues to be evaluated in the performance audit, and recommend approval and release of the RFP by the Commission.

Due to lack of a quorum no formal vote was conducted, but the Commissioners and Alternates present expressed no objection to forward the item to the Commission.

Next Meeting Times – The Budget and Administration/Personnel Committee will meet on these Thursdays at 3pm: January 18 and February 15. The meetings will be held in the CAO Conference Room, 5th Floor, 701 Ocean Street, Santa Cruz.

Adjournment – The informational meeting was adjourned at 4:04 pm.

Respectfully submitted,

Yesenia Parra
Administrative Services Officer

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