



REVISED AGENDA
EXECUTIVE COMMITTEE MEETING
FRIDAY, DECEMBER 5, 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.

THIS MEETING IS AVAILABLE BY TELECONFERENCE AND WILL BE CONDUCTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(b).

TELECONFERENCING LOCATIONS ARE AS FOLLOWS:

CITY OF CHINO HILLS, 14000 CITY CENTER DRIVE, CHINO HILLS, CA 91709

This location is accessible to the public and members of the public may address the Committee from any teleconference location.

A. CALL TO ORDER

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Friday, January 16, 2015, 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

E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – November 7, 2014
2. Adopt Proposed 2015 Committee Meeting Schedule
3. Bus Route and Bus Stop Changes – Discussion

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F. BOARD BUSINESS

There is no Closed Session.

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
NOVEMBER 7, 2014**

A. CALL TO ORDER

The Executive Committee Meeting was called to order by Chair Alan Wapner at 9:00 a.m., Friday, November 7, 2014.

COMMITTEE MEMBERS ATTENDING

Mayor Pro Tem Alan Wapner, Board Chair
Mayor Pro Tem Sam Spagnolo, Vice Chair
Mayor Ed Graham, City of Chino Hills – Via Teleconference from Chino City Hall
Council Member Penny Lilburn, City of Highland
Council Member Dick Riddell, City of Yucaipa

OMNITRANS STAFF ATTENDING

P. Scott Graham, CEO/General Manager

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Friday, December 12, 2:00 p.m. (See Item E#3)
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 – September 10, 2014

M/S (Spagnolo/Riddell) that approved the Executive Committee Minutes of September 10, 2014. Roll Call vote of motion was unanimous.

2. Accidents on sbX Green Line

CEO/General Manager Graham presented a video of the most recent accident on the sbX Green Line that occurred on Hospitality Lane, near Waterman Avenue, which is similar to the other accidents, eight in all, that have occurred in the sbX dedicated lane. Although some business owners and the members of the public have placed blame on Omnitrans, Omnitrans' drivers are safe. All of the accidents in the dedicated lanes have been the result of irresponsible drivers crossing the double-yellow lines, which has been confirmed by the 12 cameras installed on each sbX bus. To prevent these accidents from occurring in the future, lane delineators will be installed along the entire 5.7 miles of dedicated lanes on the sbX corridor in the near future.

The Committee discussed the process Omnitrans follows when accidents occur, including drug testing of the driver under certain circumstances. Chair Wapner suggested the video be shown to the driver to reassure him that he acted appropriately, as it would also illustrate to the Union that the videos are not only used for discipline, but are also used to protect the driver.

3. Propose Amendment to Personnel Policy #402, Salary Ranges, Management/Confidential Classifications – When Employee Reaches Top of Range

CEO/General Manager Graham explained that one individual has reached the top of the salary range for the position and inquired whether the Committee would support an amendment to Policy #402 that would permit the CEO/General Manager to give the employee three percent of salary in cash based on outstanding performance during the last year, noting that the three percent would not be added to annual salary, and therefore, would not compound.

The Committee raised concerns of giving an employee a 'bonus' and discussed other options that could be considered such as increased vacation/sick leave or longevity pay. Also discussed was whether the position should be reclassified or whether a different salary range should be applied to the position.

As this matter is specific to one individual, the Committee Chair directed that this matter be added to the next Executive Committee Meeting as a Closed Session item.

4. Reschedule December Executive Committee Meeting

As CEO/General Manager Graham will be attending a FTA Procurement Seminar in Denver on the date of the next scheduled Committee meeting, the Executive Committee meeting was rescheduled to Friday, December 5, at 9:00 a.m.

F. BOARD BUSINESS

There is no Closed Session item scheduled.

G. REMARKS AND ANNOUNCEMENTS

In response to the public comments raised at the November Board Meeting and to be more proactive, the Committee requested that staff explain the criteria/process used to determine when to eliminate, move or add bus stops, as well as how Omnitrans follows up with those who raised the comments.

H. ADJOURNMENT

The Executive Committee adjourned at 9:37 a.m. The next Executive Committee Meeting is scheduled Friday, December 5, at 9:00 a.m., with location posted on the Omnitrans website and at the Omnitrans San Bernardino Metro Facility.

Prepared by:

Vicki Dennett, Executive Assistant to CEO/General Manager



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ITEM # E2

DATE: December 5, 2014
TO: Board Chair Alan Wapner and Members of the Executive Committee
FROM: P. Scott Graham, CEO/General Manager
SUBJECT: PROPOSED 2015 COMMITTEE MEETING SCHEDULE

FORM MOTION

Adopt the proposed Executive Committee Meeting Schedule for 2015, set for 9:00 a.m., the first Friday of each month, unless otherwise noted.

- January 16, 2015 (Third Friday)
- February 6, 2015
- March 6, 2015
- April 3, 2015
- May 1, 2015
- June 5, 2015
- July 3, 2015
- August 7, 2015
- September 4, 2015
- October 2, 2015
- November 6, 2015
- December 4, 2015

PSG:VD