# STAFF REPORT

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| **MEETING DATE:** | **September 5, 2024** |
| **SUBJECT:** | **Approve Action Minutes of the June 10, 2024, Fiscal and Policy Committee Meeting** |
| **AGENDA ITEM:** | **4** |
| **STAFF CONTACT:** | **Amy Lindsey, Executive Assistant** |

**STAFF RECOMMENDATION:**

It is recommended that the Fiscal and Policy Committee approve action minutes of the June 10, 2024, Fiscal and Policy Committee meeting.

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**Sean Tiedgen, AICP, Executive Director**

**Attachment:** Action Minutes of the June 10, 2024, Fiscal and Policy Committee Meeting

# UNAPPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday, June 10, 2024
2:00 p.m., or as soon thereafter as may be heard
1255 East Street, Suite 202, Salmon Room

(Note: The following minutes are not intended to serve as a transcript or verbatim record of the proceedings of the Shasta Regional Transportation Agency Fiscal & Policy Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

Committee members Audette, Eisenbeisz, and Mezzano were present.

The following SRTA staff were present: Executive Director Sean Tiedgen and Administrative Associate Amy Lindsey.

1. **Call to Order/Introductions**
   Board Chair Mezzano called the meeting to order at 2:00 p.m.

2. **Public Comment Period**
   No comments were received during the public comment period.

3. **Approve Action Minutes of the April 15, 2024, Fiscal & Policy Committee Meeting**
   By motion made and seconded (Audette/Eisenbeisz), the minutes passed unanimously.

4. **Receive Verbal Update on the SRTA Building Project**
   Executive Director Sean Tiedgen gave an update and answered clarifying questions regarding SRTA building maintenance items. Those items include 1) Replacement of two HVAC systems in Suite 100; and 2) Parking lot improvements. All work should be completed by the end of July.

   Update only, no action taken.

5. **Review and Provide Input to Staff on Proposed June 20, 2024, SRTA Board of Directors Agenda Item: Approve Amendments to SRTA's Conflict of Interest Code (Section 2.05.050)**
   It is recommended that the board of directors amend SRTA's Conflict of Interest Code (Section 2.05.050) updating the list of designated positions in Section 22.05.050(C) and adding Section 2.05.050(D) to allow the executive director to make administrative amendments to Section 2.05.050(C) as needed.

   Executive Director Sean Tiedgen presented the recommendations to the Fiscal & Policy Committee and answered clarifying questions. The committee recommended this item be put on the consent agenda for the June 20, 2024, board of directors meeting and supports the recommendations.

   Discussion only, no action taken.

## CLOSED SESSION (Gov. Code 54957.6(a))

6. **Conference with Agency Representative to Discuss Matters Relating to Wages, Hours, and Working Conditions of the Following Unrepresented Positions: Executive Director; Chief Fiscal Officer; Senior Transportation Planner; Associate Transportation Planner; Assistant Transportation Planner; and Administrative Associate.**

   **Subject of Discussions - All Unrepresented Employees**

   **Agency Representative: Executive Director**

   At 2:07 p.m., Chair Mezzano recessed the committee to a closed session to discuss matters relating to wages, hours, and working conditions of the following unrepresented positions: Executive Director; Chief Fiscal Officer; Senior Transportation Planner; Associate Transportation Planner; Assistant Transportation Planner; and Administrative Associate.

   Subject of Discussions - All Unrepresented Employees

   Agency Representative: Executive Director

## OPEN SESSION

At 3:02 p.m., Chair Mezzano reconvened the regular meeting to open session.

No reportable action.

7. There being no further business, board member Mezzano adjourned the meeting at 3:04 p.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
SMT/acl