APPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday, April 15, 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, Chief Fiscal Officer Jessica Carlson, 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 February 20, 2024, Fiscal & Policy Committee Meeting**
   By motion made and seconded (Eisenbeisz/Audette), the minutes passed unanimously.

4. **Review and Discuss April Board Agenda Item #7-6 - Receive Findings of Apportionment Report for the Fiscal Year 2024/25 Local Transportation Fund (LTF)**
   It is recommended that the Fiscal and Policy Committee receive the estimated FY 2024/25 LTF apportionments.

   Chief Fiscal Officer Jessica Carlson presented the staff recommendations and answered clarifying questions.

   Review only, no action taken.

5. **Receive Verbal Update on SRTA Staffing**
   Executive Director Sean Tiedgen gave an update and answered clarifying questions regarding plans to hire an Accounting Clerk Apprentice to assist with the agency's expanding fiscal workload due to increased federal and state requirements. Staff are looking to be hired through Shasta College's Accounting Services Employment Training (A$ET) program. This position will be a temporary, full-time, 18-month position, with applicable benefits.

   Update only, no action taken.

6. **Receive Update on Legislative Activities and Provide Feedback on SRTA's Potential Position on Select Bills**
   It is recommended that the board of directors:
   1. Receive a legislative update and consider taking positions on specific legislation; and
   2. Authorize the Chair to sign a letter of support for Assembly Bill 817 (Pacheco).

   Executive Director Sean Tiedgen presented the staff recommendations and answered questions of the committee.

   Update only, no action taken.

7. **Receive Verbal Update on SRTA Building HVAC Replacement and Parking Lot Improvements Project**
   Executive Director Sean Tiedgen gave an update and answered clarifying questions regarding upcoming SRTA building maintenance items. Those items include 1) Replacement of two HVAC systems in Suite 100; and 2) Parking lot improvements.

   Update only, no action taken.

CLOSED SESSION (Gov. Code 54957.6(a))

8. **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 2:31 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 3:27 p.m., Chair Mezzano reconvened the regular meeting to open session.

   Executive Director Sean Tiedgen reported that the Fiscal and Policy Committee gave direction to the executive director for additional items to be reviewed with the consultant related to wages, hours, and working conditions of unrepresented positions and report back to the committee with those findings in June.

9. There being no further business, board member Mezzano adjourned the meeting at 3:31 p.m.

   Respectfully submitted,

   Sean Tiedgen, AICP, Executive Director
   SMT/acl