

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

Minutes of Regular Meeting of
the Board of Directors of the District

March 23, 1978

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Upon notice duly given, the Board of Directors of the Southern California Rapid Transit District met at a Regular Meeting in the District Board Room, 425 South Main Street, Los Angeles, California, at 1:10 p.m. on March 23, 1978, at which time President Marvin L. Holen called the meeting to order.

Directors Present:

Byron E. Cook	Jay B. Price
Marvin L. Holen	Ruth E. Richter
Gerald B. Leonard	Charles H. Storing
Mike Lewis	George Takei

Directors Absent:

Donald Gibbs
Thomas G. Neusom

Staff Present:

Jack R. Gilstrap, General Manager
Samuel L. Black, Acting Manager of Operations
George L. McDonald, Manager of Planning and Marketing
Richard T. Powers, General Counsel
Joe B. Scatchard, Controller-Treasurer-Auditor
John S. Wilkens, Manager of Employee Relations
Richard Gallagher, Manager & Chief Engineer, Rapid Transit
Paul Taylor, Director of Surface Planning
Robert G. Williams, Manager of Customer Relations
Richard K. Kissick, Secretary

Also present were members of the news media and the public.

Resolution
No. Assigned

Presentation of Fourth Quarter 1977 and Overall Safe Performance Awards for 1977

President Holen presented the Fourth Quarter Safe Performance Awards to Transportation Division 18 and Maintenance Division 6, and Overall Safe Performance Awards for 1977 to Transportation Division 3 and Maintenance Division 2.

Presentation of Employee-of-the-Month Certificates of Merit

Director Price presented Certificate of Merit plaques to George Kuroki, Maintenance Employee-of-the-Month, Noah C. Pogue, Operator-of-the-Month and Patricia Baker, Information Operator-of-the-Month for February, 1978.

Approval of "Service Economies FY 78-79"

Director Lewis moved approval of the report dated March 14, 1978 entitled "Service Economies FY 78-79", which motion was seconded.

Mr. Gilstrap briefly reviewed the report and the fact that economies are necessary in order to make ends meet during the next fiscal year. He further reported that the report included the economies which had been

Resolution
No. Assigned

planned in March but deferred to June 25, plus additional economies which are necessary, making a total estimate of \$3.8 million savings, with approximately \$1.0 million from line eliminations, \$2.3 million from service reductions and \$500,000 from the elimination of night service.

By means of slides and charts, Mr. McDonald and Mr. Taylor reviewed the proposed changes in daily, Saturday, Sunday and nighttime service, together with elimination of Lines 303 and 304 and Hollywood-Burbank Airport Express Lines 790 and 791.

On inquiry of Mr. Gilstrap, Mr. Taylor explained that the Lines 303 and 304 services are almost entirely duplicated by Lines 3 and 29, with only about 100 passengers per day being required to transfer to Line 832 on Manchester Avenue; also, if the 303-304 line eliminations were not approved, it would be necessary to reduce other services or possibly eliminate some services which at present do not duplicate service. On further inquiry of Mr. Gilstrap, Mr. Taylor stated that elimination of Lines 303-304 would have less impact on passengers than the other alternatives mentioned.

Resolution
No. Assigned

Mr. Taylor then explained the proposed elimination of Hollywood-Burbank Airport Express Lines 790 and 791, and the fact that the two lines have a combined average of only 21 daily passengers and that alternative services are available.

President Holen moved an amendment to the motion that Manchester Line 832 have a bus added in order to make its headways compatible for passengers transferring from Lines 3 and 29, which motion was seconded, but failed by a Roll Call vote as follows:

Ayes:	Cook, Holen, Price, Takei
Noes:	Lewis, Richter, Storing
Abstain:	Leonard
Absent:	Gibbs, Neusom

The question was then called for on Director Lewis' original motion, carried as noted below, and the following resolution adopted:

R-78-87

RESOLVED, that the report dated March 14, 1978 entitled "Service Economies FY 78-79", a copy of which is filed with the Secretary, be and the same is adopted, and the General Manager is authorized to place in effect service economies as outlined in said report effective June 25, 1978;

RESOLVED FURTHER, that effective June 25, 1978, the General Manager is authorized to delete from the Official Route Descriptions the following pages:

Resolution
No. Assigned

R-78-87
(Continued)

1st Revised Page 303
1st Revised Page 304
Original Page 790
Original Page 791

Appearance of Mary Ellen Ward Regarding Line 801
Service

Mary Ellen Ward, 7451 Bradley Drive, Buena Park, appeared before the Board and presented a petition signed by riders of Line 801 regarding the failure of buses to maintain their schedules, and also objecting to the old equipment used on the line. Ms. Ward reported that the schedules have been bad since changes made at the beginning of the year, that the line was supposed to be on a 15-minute headway and that many passengers have been required to wait up to 45 minutes on a line which operates from Norwalk into Los Angeles.

The staff was directed to furnish a report to Ms. Ward with copies to all Board members.

Report of the Surface Operations Committee

On motion of Director Price, Chairman of the Surface Operations Committee, seconded and carried as noted below, Agenda Item Nos. 4, 5 and 6 were approved and the following resolutions adopted:

Resolution
No. Assigned

Ayes: Cook, Holen, Leonard, Lewis,
Price, Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Neusom

R-78-88 RESOLVED, that Requisition No. 8-7200-15 is approved, and the General Manager is authorized to execute a contract with Univac Computer Systems, 3250 Wilshire Blvd., Los Angeles, covering a sole source procurement of compatible memory and disc packs, at an estimated cost of \$414,000, which purchase is funded in part under UMTA Capital Grant Project No. CA-03-0132; subject to the prior concurrence of UMTA; form of contract subject to approval of the General Counsel.

R-78-89 RESOLVED, that Requisition No. 8-7200-14 is approved, and the Purchasing Agent is authorized to call for bids covering procurement of additional mass storage for the District's computer system, which purchase is funded in part under UMTA Capital Grant Project No. CA-03-0132; subject to the concurrence of UMTA; form of bid requirements and specifications subject to approval of the General Counsel.

R-78-90 RESOLVED, that the report dated March 16, 1978, a copy of which is filed with the Secretary, be and the same is hereby approved, and:

- a. The General Manager is authorized to execute a contract with Cushman Electronics, P. O. Box 2667, Santa Fe Springs, Calif., the only responsible bidder under Bid No. CA-03-0106-H, covering Items Nos. 13, 14, 15, 16, 17 and 18, electronic instrumentation, at an estimated cost of \$66,350; and
- b. The Purchasing Agent is authorized to reject bids received on Bid No. CA-03-0106-H, covering Item Nos. 1 through 12 and Item No. 19, for

Resolution
No. Assigned

R-78-90
(Continued)

electronic instrumentation, and authorized to re-issue bids thereon in accordance with the Rules and Regulations;

which purchases are funded in part under UMTA Capital Grant Project No. CA-03-0161; form of contract, bid requirements and specifications subject to approval of the General Counsel.

Report of the Advance Planning & Marketing Committee

On motion of Director Takei, Vice-Chairman of the Advance Planning & Marketing Committee, seconded and carried as noted below, Agenda Item No. 7 was approved, as amended by Committee, and the following resolution adopted:

R-78-91

RESOLVED, that the General Manager is authorized to enter into a contract with Transit Ads, Inc., covering outside advertising on mini-buses, as outlined in the report dated March 16, 1978, a copy of which is filed with the Secretary, except that said advertising program is to be on an experimental basis for six months and, further, that said advertising program not be instituted on the Downtown Los Angeles and Westwood lines until reviewed with the City of Los Angeles and the City of Los Angeles Community Redevelopment Agency, which agencies provide funding assistance for those lines; form of contract subject to approval of the General Counsel.

Ayes:	Cook, Holen, Leonard, Lewis, Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Neusom

Resolution
No. Assigned

Director Takei moved approval of Agenda Item No. 8, ratification of the Los Angeles County Transportation Commission's order for the District to reinstitute the Line 83 passenger restriction along Wilshire Blvd. between Federal Avenue and Ocean Avenue, which motion was seconded.

Mr. Takei further reported that the staff was to furnish additional information at this time on which the Board may wish to consider further action.

Mr. Powers reported that AB-1246 which established the LACTC provides that the LACTC may approve additional service in an area where service is not adequate. On Director Lewis' inquiry, Mr. Powers stated that the RTD could again approach the City of Santa Monica and if Santa Monica would not agree then the District could go back to the Commission with a request to discontinue the restriction.

Mr. Gilstrap reported that the Commission had employed a consultant to look into the services of seven municipal operators and the RTD, and perhaps the District could provide the consultant with information regarding the matter.

Resolution
No. Assigned

The question was called for on Director Takei's motion, carried as noted below, and the following resolution adopted:

R-78-92

RESOLVED, that the General Manager is authorized to reinstate passenger restrictions on Line No. 83 between Wilshire Boulevard and Federal Avenue and Second Street and Colorado Avenue, in accordance with the Los Angeles County Transportation Commission's Order of March 8, 1978, and that the Line No. 83 Official Route Description be revised accordingly, effective April 2, 1978;

RESOLVED FURTHER, that Resolution No. R-77-404 adopted October 27, 1977, is amended to remove that portion of said resolution authorizing the removal of passenger restrictions on Line No. 83 in the aforementioned area;

RESOLVED FURTHER, that Resolution No. R-77-451 adopted December 8, 1977, approving the removal of Line 83 passenger restrictions in the aforementioned area for a six-month experimental period, be and the same is rescinded in its entirety.

Ayes:	Cook, Holen, Leonard, Lewis Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Neusom

Director Price moved that after the consultant's report concerning services is submitted to the Commission, the District reinstitute the process of going back to Santa Monica and then to the Commission

Resolution
No. Assigned

regarding the matter, which motion died for lack of a second.

Report of the Equipment & Maintenance Committee

Director Storing, Chairman of the Equipment & Maintenance Committee, reported that after lengthy discussion the Committee had recommended that Agenda Item No. 9, a report on the 1,000 bus procurement, fleet mix, UMTA application and setting of a public hearing, be carried over pending receipt of additional information from the staff and further review by the Committee and the Board.

On motion of Director Storing, seconded and carried as noted below, Agenda Item No. 10 was approved, and the following resolution adopted:

R-78-93

RESOLVED, that Requisition No. 8-3899-49 is approved, and the General Manager is authorized to execute a Change Order to modify the specification covering procurement of thirty articulated buses from AM General Corp., 32500 Van Born Road, Wayne, Michigan, at an estimated cost of \$29,600, which procurement is funded in part under UMTA Capital Grant Project No. CA-03-0106, as outlined in the report dated March 16, 1978, a copy of which is filed with the Secretary; form of change order subject to approval of the General Counsel.

Resolution
No. Assigned

R-78-93
(Continued)

Ayes: Cook, Holen, Leonard, Lewis,
Price, Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Neusom

Report of the Facilities & Construction Committee

On motion of Director Price, Vice-Chairman of the Facilities & Construction Committee, seconded and carried as noted below, the following resolutions were adopted and/or actions taken with respect to Agenda

Item Nos. 11, 12 and 13:

Ayes: Cook, Holen, Leonard, Lewis, Price,
Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Neusom

R-78-94

RESOLVED, that Requisition No. 8-9500-082 is approved, and the Purchasing Agent is authorized to call for proposals covering architectural/engineering services for the design of new bus maintenance and operating facilities in the East and West San Fernando Valley; subject to the concurrence of UMTA, which project is funded in part under UMTA Capital Project No. CA-03-0137; form of Request for Proposal subject to approval of the General Counsel.

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Carried over pending receipt of additional information Agenda Item No. 12, reading as follows:

"Consider authorization of the General Manager to call for sealed bids covering the sale of surplus District real property located at 1123 South Main Street, Los Angeles; form of bid requirements subject to approval of the General Counsel."

Resolution
No. Assigned

R-78-95

RESOLVED, that the report dated March 14, 1978, a copy of which is filed with the Secretary, be and the same is adopted, and the General Manager is authorized to enter into an exchange transaction with the Community Redevelopment Agency of the City of South Gate by executing deed for the Palm Place Loop property owned by the District and accepting deed for a substitute property; with form of all documents subject to approval of the General Counsel.

Report of the Finance Committee

Director Lewis, Chairman of the Finance Committee, moved approval of the Draft Environmental Impact Report regarding a possible fare increase, after receipt of any suggested changes by the Board, together with authorization to submit the report to appropriate agencies and organizations and the setting of a public hearing at 10:00 a.m. on Saturday, April 29, 1978, which motion was seconded.

President Holen moved that two additional fare alternatives be included in the report, with the first alternate being to make the senior citizen fare 15¢ instead of 10¢ and a \$2 increase in the senior monthly pass, and the second alternate being a 50¢ base fare with no transfer charge, which motion was seconded.

Resolution
No. Assigned

The question was called for on Director Lewis' original motion, as amended, carried as noted below, and the following resolution adopted:

R-78-96

RESOLVED, that the "Draft Environmental Impact Report on Possible Increases in Fares and Tariffs" dated March 23, 1978, a copy of which is filed with the Secretary, be and the same is adopted, providing that the two following additional alternates are included as a part of said report:

Alternate 1.1 - an elderly and handicapped cash fare of 15 cents and monthly pass charge of \$6;

Alternate 4.1 - a 50-cent base fare with no transfer charge

RESOLVED FURTHER, that the staff is authorized to transmit the aforementioned report to appropriate agencies, organizations and other interested parties;

RESOLVED FURTHER, that a public hearing on the environmental impact of possible fare increases is hereby called to be held in the District Board Room, 425 South Main Street, Los Angeles, California, at 10:00 a.m. on Saturday, April 29, 1978, and the Secretary authorized to publish a notice of intent to hold said hearing.

Ayes:	Cook, Holen, Leonard, Lewis, Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Neusom

(President Holen left the meeting at 3:00 p.m. and Vice-President Takei assumed the chair.)

Resolution
No. Assigned

On motion of Director Lewis, seconded and carried as noted below, Agenda Item No. 15 was approved and the following resolution adopted:

R-78-97

RESOLVED, that the General Manager is authorized to file a claim with the Southern California Association of Governments (SCAG) and with the Los Angeles County Transportation Commission (LACTC) for Transportation Development Act (TDA) funds (SB-325) for Fiscal Year 1978-1979 in the amount of \$69,736,765 to help finance District operations and capital projects, and to file such additional claims for TDA funds for the fiscal year as are appropriate under SCAG and LACTC rules and regulations.

Ayes:	Cook, Leonard, Lewis, Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Holen, Neusom

On motion of Director Lewis, seconded and carried as noted below, Agenda Item No. 16 was approved and the following resolution adopted:

R-78-98

RESOLVED, that the report dated March 17, 1978, a copy of which is filed with the Secretary, be and the same is approved, and the General Manager is authorized to transmit to the Los Angeles County Transportation Commission and the Southern California Association of Governments the District's Draft Transportation Improvement Program and Short Range Transportation Plan, providing that appropriate notations are made that the capital programs will be further amended as soon as appropriate information is available.

Resolution
No. Assigned

R-78-98
(Continued)

Ayes: Cook, Leonard, Lewis, Price, Richter,
Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Holen, Neusom

On motion of Director Lewis, seconded and
carried as noted below, Agenda Item Nos. 17, 18 and 19
were approved, and the following resolutions adopted and/
or actions taken:

Ayes: Cook, Leonard, Lewis, Price, Richter,
Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Holen, Neusom

R-78-99

CERTIFICATION

Findings of Public Hearing held February 23, 1978, at
1:00 P.M. in connection with the Southern California
Rapid Transit District's Urban Mass Transportation
Capital Grant Application for Fiscal Year 1978 Funding,
adopted by the District on November 3, 1977, to aid in
the financing of the purchase of 230 new transit buses.

Marvin L. Holen, President of the
Southern California Rapid Transit District

HEREBY CERTIFIES THAT, in the development of this
application for a Mass Transportation Capital Improve-
ment Grant under the Urban Mass Transportation Act of
1964, as Amended, it:

1. Has afforded adequate opportunity for public
hearings pursuant to adequate prior notice,
and has held such hearings, in accordance with
the requirements set forth by the Urban Mass
Transportation Administration.

Resolution
No. Assigned

R-78-99
(Continued)

2. Has considered the economic and social effects of this proposed project and its impact on the environment.
3. Has found that this proposed project is consistent with official plans for the comprehensive development of the urban area.

R-78-100

RESOLVED, that renewal of the District's membership in the International Union of Public Transport (UITP) for the calendar year 1978 is approved, and the Treasurer is authorized to pay dues in the amount of \$2,400, on the basis outlined in the report dated March 7, 1978, a copy of which is filed with the Secretary.

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The Operating Report for the month of February, 1978 was received and filed.

Report of the Rapid Transit Committee

On motion of Director Leonard, Chairman of the Rapid Transit Committee, seconded and carried as noted below, Agenda Item No. 20 was approved and the following resolution adopted:

R-78-101

RESOLVED, that the report of the Rapid Transit Committee dated March 8, 1978, a copy of which is filed with the Secretary, is approved, and the following planning policies, both in general and specifically with regard to the Los Angeles Central Business District, are adopted:

1. The District's planning should embrace, at the conceptual level, various ideas which would seem to have promise or improve public transportation --both near term and short term--in Los Angeles County.

Resolution
No. Assigned

R-78-101
(Continued)

2. Promising TSM elements, including those identified by other governmental agencies, should be brought forward by the staff in a timely manner.
3. Overall bus planning in the region should address a number of contingencies. These include the construction of:
 - a. The Downtown People Mover and the Regional Core Rapid Transit Line;
 - b. the Downtown People Mover only;
 - c. the Rapid Transit Line only; and
 - d. no fixed guideway of any kind.

Ayes: Cook, Leonard, Lewis, Price,
Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Holen, Neusom

On motion of Director Leonard, seconded and carried as noted below, Agenda Item No. 21 was approved and the following resolution adopted:

R-78-102

RESOLVED, that Requisition No. 8-8000-101 be and the same is approved, and the Purchasing Agent is authorized to call for proposals covering graphic art and copywriting services for the Draft and Final Alternatives Analysis/EIS reports and the Summary Report on the Regional Core Transit Element of the RTDP, which services are funded 80 percent by UMTA and 17.5 percent by Proposition 5 funds; form of request for proposal subject to approval of the General Counsel.

Resolution
No. Assigned

R-78-102
(Continued)

Ayes:	Cook, Leonard, Lewis, Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Holen, Neusom

Director Leonard reported that the Rapid Transit Committee had discussed the possible purchase of 48 used rapid transit cars which are for sale by the City of Montreal at an estimated cost of \$2 million, that the Committee recommended a member of the technical staff be authorized to inspect the cars and report back to the Rapid Transit Committee and the Board regarding the feasibility of their purchase, so moved, which motion was seconded.

On inquiry of Mr. Gilstrap, Mr. Gallagher stated he would like to have the PATCO consultant also involved in the survey and inspection.

Director Storing inquired how soon any cars could be placed into use, and Mr. Gallagher replied four to seven years for the Wilshire rapid transit line, or possibly earlier if the El Monte Busway is converted to rail rapid transit. He also stated the cars were standard gauge.

Resolution
No. Assigned

(President Holen returned to the meeting at
3:15 p.m.)

President Holen felt the Board should first
address the policy matter regarding this purchase.

After further discussion, the motion was amended
to include that appropriate personnel be authorized to in-
spect the cars and report back.

The question was called for on the motion, as
amended, carried as noted below by a Roll Call vote,
and the following resolution adopted:

R-78-103

RESOLVED, that appropriate personnel repre-
senting the District are authorized to inspect forty-eight
used rapid transit cars in Montreal, Canada, which cars
are for sale by the City of Montreal at an estimated cost
of \$2 million, with said personnel to report back to the
Rapid Transit Committee and the Board of Directors re-
garding the feasibility of their purchase.

Ayes:	Cook, Holen, Leonard, Lewis, Price, Takei
Noes:	Richter, Storing
Abstain:	None
Absent:	Gibbs, Neusom

Report of the Personnel Committee

Director Takei, Chairman of the Personnel Com-
mittee, reported that with respect to Agenda Item No. 22 (a),

Resolution
No. Assigned

a progress report on the Non-Contract Grievance Procedures, the Committee had requested the staff to submit further information for review by the Committee at a future meeting of the Committee.

On motion of Director Takei, seconded and carried as noted below, Agenda Item No. 22 (b) was approved and the following resolution adopted:

R-78-104

RESOLVED, that the report dated March 20, 1978, a copy of which is filed with the Secretary, is approved, and the General Manager is authorized to include 18 new positions in the Equipment and Maintenance Department under the Non-Contract Classification and Salary Plan, effective March 23, 1978, as follows:

<u>Classification</u>	<u>No. of Positions</u>	<u>Salary Grade</u>	<u>Salary</u>
Asst. Supt of Maintenance & Equipment	1	18	\$2229-2762/r
Supt. of Maintenance Divisions	1	15	\$1925-2381/r
Equipment Maintenance Instruc.	2	11	\$1576-1950/r
Equipment Maintenance Supervisor I	14	11	\$1576-1950/r

Ayes: Cook, Holen, Leonard, Lewis,
Price, Storing, Takei
Noes: Richter
Abstain: None
Absent: Gibbs Neusom

Resolution
No. Assigned

On motion of Director Takei, seconded and carried as noted below, Agenda Item No. 23 (c) was approved and the following resolution adopted:

R-78-105

RESOLVED, that the report dated March 13, 1978, a copy of which is filed with the Secretary, is approved, and the following policy is adopted retroactively to October 2, 1977 with respect to employees working in extra assignments:

"Employees working in Extra assignments will be eligible for salary step advancement when a total of 2,080 hours and one year of assignment in the Extra job classification is completed. A one step salary increase will be given provided a rating of "Competent" or higher job performance has been documented by a Performance Appraisal Form 38-87. Eligibility for movement to a second additional step will occur whenever an additional 2,080 hours and one year assignment in the classification is completed, but will be limited to salary Step C while holding an Extra assignment."

Ayes:	Cook, Holen, Leonard, Lewis, Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Neusom

Approval of Consent Calendar

Upon motion of Director Cook, seconded and carried as noted below, Agenda Items 23 through 29 on the Consent Calendar were approved and the following resolutions and/or actions adopted:

Resolution
No. Assigned

Ayes: Cook, Holen, Leonard, Lewis,
Price, Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Neusom

R-78-106 RESOLVED, that the General Manager is authorized to award a contract to Stationers Corporation, 1400 West 8th Street, Los Angeles, the only bidder responding under Bid No. 1-7830 covering printing of the Headway for a two-year period, at an estimated cost of \$51,400; form of contract subject to approval of the General Counsel.

R-78-107 RESOLVED, that Requisition No. 8-6000-20, is approved, and the General Manager is authorized to execute a contract with Calamigos Picnic Ranch, Route 4, Box 14A, Malibu, covering funding for the RTD Annual Picnic, at a cost not to exceed \$20,000, to be funded from Employee Recreation funds; form of contract subject to approval of the General Counsel.

R-78-108 RESOLVED, that the General Manager is authorized to award a contract to Ashland Chemical, 10505 Painter, Santa Fe Springs, the lowest responsible bidder under Bid No. 3-7803, covering the District's requirements for coolant for a one-year period, at an estimated cost of \$21,300; form of contract subject to approval of the General Counsel.

R-78-109 RESOLVED, that Requisition No. 8-6200-30 is approved and the Purchasing Agent is authorized to issue Requests for Proposals covering a Study for Human Resource Management Information System; subject to the concurrence of UMTA, with form of RFP and specifications subject to approval of the General Counsel; which project is funded in part under UMTA Grant Project No. CA-09-0059.

Resolution
No. Assigned

R-78-110

RESOLVED, that minor route modifications are approved for the following lines and the General Manager is authorized to include in the Official Route Descriptions the appropriate revisions:

Line No. 84 - Western Avenue
(Third Revised Page 84)

Line No. 430 - Glassell Park-
Highland Park-Alhambra-El Monte,
in the City of El Monte
(Second Revised Page 430)

to become effective March 26, 1978, as outlined in the reports dated March 16, 1978, copies of which are filed with the Secretary.

R-78-111

RESOLVED, that the report dated March 14, 1978, a copy of which is filed with the Secretary, be and the same is hereby adopted, and the General Manager is authorized to enter into an agreement with CalTrans covering development of ticketing procedure in connection with AMTRAK; form of agreement subject to approval of the General Counsel.

--- Approved Minutes of Regular Meetings held
February 23, 1978 and March 2, 1978.

--- Ratified bus stop zone changes as described
in report dated March 17, 1978 filed with the Secretary.

--- Ratified temporary route diversions as described
in report dated March 17, 1978 filed with the Secretary.

--- Received and filed Purchasing Agent's Statement
of Purchases Over \$1,000 for the month of January, 1978.

Resolution
No. Assigned

Calling of Special Meeting of SubCommittee "B" of
the City Selection Committee on April 6, 1978

On motion of Director Cook, seconded and
carried as noted below, Agenda Item No. 30 was approved
and the following resolution adopted:

Ayes:	Cook, Holen, Leonard, Lewis Price, Richter, Storing, Takei
Noes:	None
Abstain:	None
Absent:	Gibbs, Neusom

R-78-112

RESOLVED, that pursuant to Section 30221 of the Southern California Rapid Transit District Law (Public Utilities Code), the Board of Directors hereby calls a special meeting of the City Selection Corridor "B" Subcommittee to be held on Thursday, April 6, 1978, at approximately 6:00 p.m., in the Rodger Young Center, 936 West Washington Boulevard, Los Angeles, for the purpose of electing a Director from Corridor "B" for the term expiring June, 1978, which directorship is now vacant by reason of George W. Brewster of Torrance no longer retaining his seat as a councilman of the City of Torrance, and instructing the Secretary to notify the members of the City Selection Corridor "B" Subcommittee of the date, time and place of such meeting, as provided by the District Law.

Report of the Administration, Efficiency & Economy
Committee

Director Cook, Chairman of the Administration,
Efficiency & Economy Committee, distributed to the
Board a draft confidential paper entitled "The Role of
the Board of Directors" dated March 23, which paper

Resolution
No. Assigned

had been prepared by the Arthur Andersen consultants, which firm is conducting the Management Audit authorized by the Board. Mr. Cook stated that the Committee had spent many hours in meetings reviewing the report and, further, that the report had been unanimously adopted by members of the Committee and proposed adoption by the Board at its next meeting. He suggested that Board members especially study the functions between the staff and the Board, and stated these functions are extremely difficult to define and are a "gray" area.

Director Cook then briefly reviewed a letter dated March 23, 1978 from Arthur Andersen & Co. which had been submitted to the Board at the request of the AE & E Committee. The letter proposed extension of the consultant's work to do necessary research into the District's activities to identify those areas requiring policy direction of the Board, with the extended work to be in two phases, with Phase I at an estimated additional cost of \$12,000 and Phase II at an additional estimated cost of \$7,000.

Director Cook moved approval for the consultants to perform the Phase I portion of the extended work,

Resolution
No. Assigned

with the work proposed under Phase II to come back to the Board for approval, which motion was seconded, carried as noted below, and the following resolution adopted:

R-78-113

RESOLVED, that the contract with Arthur Andersen & Co. to perform a management audit for the District is amended to include additional Phase I research activities, as outlined in their letter dated March 23, 1978, at an estimated additional cost of \$12,000; form of contract subject to approval of the General Counsel.

Ayes: Cook, Holen, Leonard, Lewis,
Price, Richter, Storing, Takei
Noes: None
Abstain: None
Absent: Gibbs, Neusom

At the suggestion of President Holen, on motion of Director Price, seconded and carried as noted below, the following resolution was adopted:

R-78-114

RESOLVED, that members of the Board of Directors are authorized to attend the American Public Transit Association Western Conference to be held in Calgary, Canada, April 16-19, 1978, and the Treasurer authorized to pay expenses incurred in connection with said attendance.

Ayes: Cook, Holen, Leonard, Lewis,
Price, Richter, Takei
Noes: Storing
Abstain: None
Absent: Gibbs, Neusom

Resolution
No. Assigned

Report of the General Manager

The General Manager's report of out-of-state travel by Directors and Staff during the month of February was received and filed.

Appearance of RTD Employee Doris Darby

Mrs. Doris Darby, Secretary II in the Customer Relations Department, appeared before the Board to complain regarding the manner in which her present grievance was being handled by management. Mrs. Darby distributed a report to Board members only regarding her complaint, and stated she had requested Personnel Committee Chairman Takei that she be permitted to appear before the Personnel Committee regarding her complaint, but that her request had not been granted.

Director Takei stated that he had requested Mrs. Darby to submit additional information regarding her request prior to any appearance before the Committee and that she had not submitted the information prior to the Committee meeting and, therefore, she had on her own made the decision to request appearance before the

Resolution
No. Assigned

Board.

General Manager Gilstrap reported on recent changes in the Non-Contract Grievance Procedure, and the fact that a three-person committee had been appointed in Mrs. Darby's case but that she had challenged all three and had submitted her own list of suggested names for appointment of a committee. Mrs. Darby concurred that she had challenged the three-person committee and had submitted her own list of suggested names.

President Holen referred the matter to the Personnel Committee for further review.


Board of Directors Recessed in Executive Session at 4:05 p. m.

On motion duly made, seconded and unanimously carried, the Board of Directors recessed in Executive Session at 4:05 p. m. to consider matters relating to pending litigation.

The Board reconvened at 4:35 p. m. with all Directors present except Gibbs, Leonard and Neusom.

No report was made of matters discussed in Executive Session.

The meeting was adjourned at 4:36 p.m.



R. K. Kissick
District Secretary