

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

JUN - 8 1978
P.C.T.

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

May 23, 1978

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 1:00 p.m. on May 23, 1978, at which time President Marvin L. Holen called the meeting to order.

Directors Present:

David K. Hayward
Marvin L. Holen
Gerald B. Leonard
Mike Lewis
Thomas G. Neusom

Jay B. Price
Ruth E. Richter
Charles H. Storing
George Takei

Directors Absent:

Byron E. Cook
Donald Gibbs

Staff Present:

Jack R. Gilstrap, General Manager
Sam Black, Manager of Operations
Richard T. Powers, General Counsel
Joe B. Scatchard, Controller-Treasurer-Auditor
George L. McDonald, Manager of Planning & Marketing
Jack Stubbs, Assistant General Manager for Administration
John Wilkens, Manager of Employee Relations
Robert G. Williams, Manager of Customer Relations
Michael Olivas, Deputy Administrator - Equal
Employment Opportunity
Don Gardner, Senior Electrical Engineer
R. K. Kissick, Secretary

Resolution
No. Assigned

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

Employee-of-the-Month Presentations

Director Leonard presented Certificates of Merit to Lina Huffer, Information Operator-of-the-Month, Hiromu Hironaka, Maintenance Employee-of-the-Month, and to Joseph Pencak, Operator-of-the-Month, all for the month of April, 1978.

Receiving of General Manager's Proposed Capital and Operating Budget for Fiscal Year 1978-1979 - Setting of Meeting Dates for Review

Copies of the General Manager's proposed capital and operating budget for Fiscal Year 1978-1979 were distributed, and General Manager Gilstrap read into the record his budget message. Copies of the General Manager's message and the budget are on file with the Secretary.

President Holen reported that one member of the Board planned to be absent on vacation the entire month of June, and that another member was leaving the country on an extended trip on June 17. He suggested that budget review meetings and a meeting

Resolution
No. Assigned

to adopt the fare schedule and budget be held prior to June 17. Also, that this schedule would give the staff time to advertise whatever changes in the fare schedule were adopted.

On motion of Director Hayward, seconded and unanimously carried, the General Manager's proposed budget was received and the following schedule of meetings adopted:

2:00 p.m., Wednesday, May 31, 1978 -
Committee of the Whole meeting to review
the budget.

9:30 a.m., Thursday, June 1, 1978 -
Customer Relations & Public Information
Committee to review the marketing budget.

10:00 a.m., Thursday, June 15, 1978 -
Special Board meeting to adopt fare schedules
and the budget.

President Holen announced that other Committee Chairmen could, of course, schedule meetings of their respective committees to review portions of the budget in which they had an interest.

On motion of Director Hayward, seconded and carried as noted below, the following resolution was adopted:

Resolution
No. Assigned

R-78-187

RESOLVED, that Director Jay B. Price is authorized while on vacation to incur travel expenses to return to Los Angeles to attend meetings of the Board regarding the Fiscal Year 1978-1979 budget, and the Treasurer authorized to reimburse expenses incurred in connection with said travel.

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

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 No. 3 was approved and the following resolution adopted:

R-78-188

WHEREAS, the Surface Operations Committee reviewed the report dated May 16, 1978 recommending that all bids received under Bid No. 5-7809 be rejected and the General Manager authorized to negotiate a contract with Chevron, USA, the supplier of record, for the District's gasoline requirements for a one-year period, with the Committee recommending that the General Manager be authorized to negotiate with all suppliers in order for the District to receive the lowest price possible;

NOW, THEREFORE, BE IT RESOLVED, that all bids received under Bid No. 5-7809 covering the District's requirements for gasoline for a one-year period be and the same are all rejected;

Resolution
No. Assigned

R-78-188
(Continued)

BE IT FURTHER RESOLVED, that the General Manager is authorized to negotiate with all qualified suppliers of gasoline a contract covering the District's requirements for a one-year period; form of contract subject to the approval of the General Counsel.

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

On inquiry of Director Richter, Mr. Stanley explained that the reasons for differences in the cost of gasoline for various divisions was due to mileage involved in delivery, quantities ordered and whether delivered by tank wagon or truck and trailer.

Report of the Equipment & Maintenance Committee

On motion of Director Storing, Chairman of the Equipment & Maintenance Committee, seconded and carried as noted below, Agenda Item No. 4 was approved and the following resolution adopted:

R-78-189

RESOLVED, that Requisition No. 8-3099-23 is approved, and the General Manager is authorized to execute a contract with the County of Los Angeles covering services of the Los Angeles County Department of Communications in support of the District's bus radio

Resolution
No. Assigned

R-78-189
(Continued)

system in an amount not to exceed \$25,000, which project is funded in part under UMTA Capital Grant Project Nos. CA-03-0034, 0046, 0049, 0090 and 0106; form of contract subject to approval of the General Counsel.

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

Report of the Customer Relations & Public Information Committee

On motion of Director Richter, Chairman of the Customer Relations & Public Information Committee, seconded and carried as noted below, Agenda Item No. 5 was approved and the following resolution adopted:

R-78-190

RESOLVED, that the report dated May 23, 1978, a copy of which is filed with the Secretary, is approved, and the General Manager is authorized to execute a lease option renewal agreement with Flower Street, Ltd., for an additional two-year term commencing June 20, 1978 covering the space utilized for the ARCO Plaza Customer Service Center; form of option renewal subject to approval of the General Counsel.

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

Resolution
No. Assigned

Director Richter reported that several members of the Board had inspected the 30-foot bus which had been painted in minibus colors and had the seating modified to permit better circulation, and that the bus would now be tested on the downtown Los Angeles Minibus line.

Report of the Advance Planning Committee

Director Hayward, Chairman of the Advance Planning Committee, reported that Agenda Item No. 6, reading as follows, had been carried over pending a decision as to whether or not the 1984 Olympic Games would be held in Los Angeles:

"Consider report and recommendation regarding 1984 Pre-Olympic Games planning."

Report of the Finance Committee

On motion of Director Lewis, Chairman of the Finance Committee, seconded and carried as noted below, Agenda Item Nos. 7 and 8 were approved and the following resolutions adopted:

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

Resolution
No. Assigned

R-78-191

RESOLVED, that the report dated May 17, 1978, a copy of which is filed with the Secretary, is approved, and the General Manager is authorized to negotiate and enter into a contract with Blyth Eastman Dillon & Company to act as the District's financial advisor on the proposed sale of equipment trust certificates to help fund the local matching funds required relative to the District's capital grant application for 1,030 new buses, at an estimated cost of \$70,000; form of contract subject to approval of the General Counsel.

78-192

CERTIFICATION

Findings of Public Hearing held April 27, 1978, at 1:00 p.m. in connection with the Southern California Rapid Transit District's Urban Mass Transportation Capital Grant Application for 1979 Fiscal Year Funding, adopted by the District on January 26, 1978, to aid in the financing of the correction of structural deficiencies to District-owned buildings.

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 Improvement 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

78-192
(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.

On motion of Director Lewis, seconded and unanimously carried, the Operating Report for the month of April, 1978 was ordered "Received and Filed."

Board of Directors Recessed in Executive Session at 2:02 p.m.

On motion of Director Takei, Chairman of the Personnel Committee, seconded and unanimously carried, the Board of Directors recessed in Executive Session at 2:02 p.m. to consider personnel matters.

The Board reconvened at 3:00 p.m. with all Directors present except Cook and Gibbs.

Adoption of Revised Non-Contract Grievance Procedure

President Holen announced that the Board had met in Executive Session to discuss the Personnel Committee recommendations regarding revisions of

Resolution
No. Assigned

the Non-Contract Grievance procedures which would become effective following receipt and review of the State Cooperative Personnel Services recommendations regarding the personnel policies and procedures of the District. He stated that the principal revisions in the procedure would provide any grieved non-contract employee the opportunity to have an independent arbitrator, instead of a three-member staff grievance committee, listen to the grievance, with the arbitrator to be selected by the General Manager from a list submitted by the State Conciliation Service; that the arbitrator would submit his recommendation to the General Manager, with the General Manager's decision in the case to be final, and also that the employee could request appointment of a panel of three staff members.

On inquiry of Director Price, President Holen stated that the General Manager would be authorized to have an independent arbitrator hear the grievance in place of the three-member panel.

On motion of Director Takei, seconded and

Resolution
No. Assigned

carried as noted below, the following resolution
was adopted:

R-78-193

RESOLVED, that the Non-Contract Grievance Procedure is revised to become effective following receipt of the State Cooperative Personnel Services review and recommendations regarding the personnel policies and procedures of the District, unless further modified as a result of recommendations contained in that report, as follows:

"If any Non-Contract employee files a grievance which is not resolved by the Personnel Department to the satisfaction of the employee and the employee desires to have a hearing on the grievance, the employee may, upon notice to the General Manager, request the General Manager to either:

"a. appoint a panel composed of District employees, or

"b. select an impartial arbitrator from a list furnished by the State Conciliation Service.

"The General Manager may refer any grievance to an impartial arbitrator when he deems this is the proper course to follow.

"At the hearing, the employee shall have the right to be represented by himself or anyone of his choice. The panel or the independent arbitrator shall hear all of the evidence and within fifteen (15) days submit the findings and recommendations to the General Manager. The decision of the General Manager with respect to the findings and recommendations shall be final."

Resolution
No. Assigned

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

President Holen stated that the reason for Director Storing's objection was that Mr. Storing felt the General Manager should not have the right to reject the recommendation of the arbitrator.

On inquiry of Mr. Gilstrap for clarification of one point, President Holen stated that the panel of arbitrators would be selected from a list supplied by the State Conciliation Service and that the arbitrator in each case would be selected by the District.

Approval of Agenda Item Nos. 11 Through 19
on the Consent Calendar, Except Item No. 13

On motion of Director Hayward, seconded and carried as noted below, Agenda Item Nos. 11 through 19 on the Consent Calendar, except Item No. 13 which was removed for separate consideration at the request of Director Takei, were approved, and the following resolutions adopted and/or actions taken:

Resolution
No. Assigned

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

R-78-194

RESOLVED, that the General Manager is authorized to execute a contract with Texaco, Inc., 16055 Ventura Boulevard, Encino, the lowest responsible bidder under Bid No. 5-7802, covering the District's requirements for upper cylinder lubricant for a one-year period, at an estimated bid price of \$52,580; form of contract subject to approval of the General Counsel.

R-78-195

RESOLVED, that Requisition No. 8-9500-090 is approved, and the General Manager is authorized to execute an amendment to the original contract with Wilbur Smith & Associates covering consultant services for the planned Central Maintenance Facility to increase the cost in an additional amount of \$20,530, which project is funded in part under UMTA Grant Project No. CA-09-0046; form of contract subject to approval of the General Counsel.

R-78-196

RESOLVED, that Requisition No. 8-7300-813 is approved, and the Purchasing Agent is authorized to call for bids covering the District's requirements for liquid steam cleaning compound for a one-year period, with option for one additional year at the option of the District; form of bid requirements and specifications subject to approval of the General Counsel.

R-78-197

RESOLVED, that Requisition No. 8-3150-322 is approved, and the Purchasing Agent is authorized to call for bids covering the District's requirements for lithographic plates for a one-year period; form of bid requirements and specifications subject to approval of the General Counsel.

Resolution
No. Assigned

R-78-198

RESOLVED, that Requisition No. 8-7300-812 is approved, and the Purchasing Agent is authorized to call for bids covering the District's requirements for exterior bus wash material for a one-year period, with option for one additional year at the election of the District; form of bid requirements and specifications subject to approval of the General Counsel.

R-78-199

RESOLVED, that a minor route extension of Line 721 to serve revised location for satellite Park/Ride facility in the Northridge area of the City of Los Angeles is approved, and the General Manager is authorized to include in the Official Route Descriptions Second Revised Page 721, effective June 25, 1978.

R-78-200

RESOLVED, that the report dated May 16, 1978, a copy of which is filed with the Secretary, is approved, and renewal of membership in the American Public Transit Association is authorized, together with authorization for the Treasurer to pay annual dues in the amount of \$12,131 for the Fiscal Year beginning July 1, 1978.

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Approved Minutes of Regular Meetings held April 27 and May 9, 1978.

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Ratified changes in bus stop zones as described in the report dated May 15, 1978 filed with the Secretary.

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Ratified temporary route diversions as described in the report dated May 19, 1978 filed with the Secretary.

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Received and filed Purchasing Agent's reports, as follows:

- a. Statement of Purchases Over \$1,000 for the month of March, 1978; and
- b. Report of Sales Orders for First Quarter, 1978.

Resolution
No. Assigned

Award of Contract Covering Purchase of
Word Processor

After staff response to questions by Director Takei as to the reasons for only one bid being received covering the purchase of a word processor, on motion of Director Takei, seconded and carried as noted below, Agenda Item No. 13 was approved and the following resolution adopted:

R-78-201

RESOLVED, that the General Manager is authorized to execute a contract with A.B. Dick Company, 1825 Beverly Boulevard, Los Angeles, the only bidder under Bid No. CA-03-0121-U, covering the purchase of a word processor at a total bid price of \$10,786, including installation and one year's maintenance, which purchase is funded in part under UMTA Capital Grant Project No. CA-03-0121; form of contract subject to approval of the General Counsel.

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

Recision of Resolution No. R-73-11 Adopted
January 3, 1973 and Authorization for the General
Manager to Designate a General Manager Pro Tempore

On motion of Director Richter, seconded and carried as noted below, Agenda Item No. 20 was approved and the following resolution adopted:

Resolution
No. Assigned

R-78-202

RESOLVED, that Resolution No. R-73-11, adopted January 3, 1973, be and the same is rescinded in its entirety;

RESOLVED FURTHER, that pursuant to Section 30336 of the District Law, effective May 23, 1978 the General Manager be and he hereby is authorized during his absences to designate in writing a General Manager Pro Tempore from among the following non-statutory top management executive staff members, with said designation to include authority for the General Manager Pro Tempore to sign checks, drafts and such other documents as are necessary for the orderly course of District business to continue during said absences of the General Manager:

Samuel M. Black	- Manager of Operations
Jack Stubbs	- Assistant General Manager for Administration
George L. McDonald	- Manager of Planning and Marketing
Richard Gallagher	- Manager/Chief Engineer, Rapid Transit

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

Director Special Items

Director Lewis inquired about a further report identifying passenger restrictions, and Mr. McDonald

Resolution
No. Assigned

reported there was one category which we were waiting for the LACTC to act on. Mr. Lewis then inquired if the Santa Monica decision would be back to the LACTC for a changing in the restriction, since the Commission had invited the District to come back to them with a request and he felt the District should proceed with that request.

President Holen reviewed the entire past history of the Santa Monica restriction matter for the benefit of Director Hayward, and inquired if under AB 1246 the Commission did have the authority to rule in favor of the District. Mr. Powers reported he felt the Commission could approve the District operation without reducing the area served by the Santa Monica line.

President Holen suggested that the matter be carried over to the next fiscal period.

Director Leonard reported that due to the narrowness of the street, residents along La Loma have requested that the Line 425 service be re-routed; that he had referred the matter to the staff who feel the line should remain where it is due to complications of some turning movements.

Resolution
No. Assigned

Mr. Taylor reported that moving the line to Arroyo Drive would be hazardous and unacceptable.

The staff was requested to furnish the Board a report on the matter.

Report of the General Manager

Copies of a report dated May 22, 1978, a progress report on the delivery of 200 AM General buses, were distributed. Mr. Black explained the continuing problems with AM General regarding the buses, including nine principal objections, and stated that the District has refused to accept any more deliveries until corrections are made by AM General.

Copies of a report dated May 23, 1978 regarding a response from UMTA regarding the District's MBE policy were distributed. Mr. Gilstrap requested the Directors to review the report and the UMTA response and stated that an MBE policy which conforms to the UMTA guidelines would be presented for consideration by the Board at its next meeting.

Appearance of Ms. Doris Darby

Ms. Doris Darby, Secretary II, Customer Relations

Resolution
No. Assigned

Department, appeared before the Board and complained that the charges and suggestions she had made at the March 23 Board meeting had not yet been answered. This matter had to do with her charges of discrimination by members of the top staff and her suggestions for changes in the grievance procedure.

Director Hayward moved that the matter be referred to the General Counsel, which motion died for lack of a second. Director Storing felt that today's Board action regarding changes in the non-contract grievance procedure had done nothing to help Ms. Darby's case.

President Holen stated that Ms. Darby's grievance would be held in abeyance pending the effective date of the new procedures adopted at today's meeting, and that any charges of illegal actions on the part of the staff were to be referred to the General Counsel.

Director Hayward felt the matter should not be further discussed since it was a personnel matter.

Resolution
No. Assigned

President Holen stated that the General Manager was charged with jurisdiction for the full operation of the District and to administer the policies adopted by the Board, and the General Counsel was available to investigate any illegal charges against members of the staff and, in the meantime, her grievance was held in abeyance.

Director Takei requested the Secretary to furnish Ms. Darby with a copy of the staff's written response to her suggestions.

President Holen announced that the Secretary of Transportation had announced approval of the District's application for the purchase of 230 new buses.

The meeting was adjourned at 3:48 p.m.



R. K. Kissick, Secretary