



Item #: E1

**Operations and Safety Committee
Minutes
Wednesday, August 21, 2024**

A. CALL TO ORDER

Chair John Roberts, Jr. called the Operations & Safety Committee Meeting to order at 9:00 AM, Wednesday, August 21, 2024, at the Omnitrans Facility located at 1700 W. 5th Street, San Bernardino, California.

1. Pledge of Allegiance
2. Roll Call

Board Members Present

Frank Navarro – City of Colton
John Roberts – City of Fontana, Committee Chair
Bill Hussey – City of Grand Terrace
John Dutrey – City of Montclair
Alan Wapner – City of Ontario
Rafael Trujillo – City of Rialto
Jesse Armendarez – County of San Bernardino

Omnitrans Administrative Staff Present

Erin Rogers – CEO General Manager
Dietter Aragon – Director of Operations
Jeremiah Bryant – Chief Strategy and Planning Officer
Christine Glass – Director of Human Resources
Maurice Mansion – Director of Finance
Micah May – Director of Information Technology
Nicole Ramos – Director of Marketing
Connie Raya – Director of Maintenance
Ana Arellano – Sr. Administrative Assistant
Araceli Barajas – Sr. Executive Asst. to CEO/Clerk of the Board
Omar Bryant – Maintenance Manager
Melissa Castillo – Customer Service Supervisor
Vickie Chesney – Technical Services Manager
Thomas Dahlin – Capital Projects Services Manager
Arianna Maldonado – Mobility Services Manager
Michael Plunkett – Maintenance Manager
Vicky Reed – Purchased Transportation Administration
Samuel Wong – Budget & Grants Manager

Legal Counsel

Jeremy Holm

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Wednesday, November 20, 2024
9:00 AM at Omnitrans Metro Facility Board Room

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. Operations and Safety Committee Minutes - May 15, 2024

M/S (John Dutrey/Alan Wapner) that approved the Operations and Safety Committee Minutes - May 15, 2024.

AYES: 7; Frank J. Navarro, John Roberts, Bill Hussey, John Dutrey, Alan Wapner, Rafael Trujillo, Jesse Armendarez

NOES: 0;

2. Operations Safety and Training Update

Transportation Manager, Mario Jacquez, provided a brief background on this item as detailed in the staff report.

Member Dutrey shared that, based on the information provided, staff is effectively addressing safety challenges associated with the influx of new employees.

Member Armendarez noted that the added behind-the-wheel practice time will be highly beneficial for new Coach Operators as they prepare to deliver service.

Member Navarro inquired about the behind-the-wheel training, specifically whether drivers have the opportunity to complete a dry run on their assigned routes. Mr. Jacquez responded, noting that approximately a week and a half of additional behind-the-wheel training time has been added, and confirmed that new drivers are provided with the opportunity to perform a dry run.

This item was received and forwarded to the Board of Directors.

3. Safety and Security Update

Director of Human Resources, Christine Glass, provided a brief background on this item as detailed in the staff report.

Member Dutrey requested clarification on the definition of physical assault. Ms. Glass explained that it includes incidents such as Operators being spat on, having water thrown at them, or an individual grabbing a radio handset.

Member Dutrey further inquired if passengers involved in these incidents have been suspended or banned from bus usage. Ms. Glass confirmed that determinations regarding suspension follow the Code of Conduct Policy, and the security team often provides support in enforcing locations.

Member Roberts inquired about any challenges related to transients attempting to ride buses without paying fares. Ms. Glass responded, noting that de-escalation tactics are employed to manage these situations effectively.

This item was received and forwarded to the Board of Directors.

4. CEO/General Manager's Report

CEO/General Manager, Erin Rogers reported on the following items:

- Ms. Rogers informed the Board that the APTA Transform Conference, along with an Expo, would be held in Anaheim this year. She encouraged any Board Members interested in attending to notify staff for registration arrangements.
- Ms. Rogers provided an update, reporting that Nicole Ramos, Director of Marketing and Communication and the Omnitrans' nominee, has been accepted into the prestigious Leadership APTA program. This recognition highlights her leadership potential and the organization's commitment to professional development.

The Committee received and filed this item.

F. BOARD BUSINESS

The Board adjourned into Closed Session at 9:25 AM.

Closed Session

1. Threat to Public Services or Facilities Pursuant to Government Code Section 54957 – Consultation with Director of Information Technology

The Board returned to Open Session at 9:42 AM.

G. REMARKS AND ANNOUNCEMENTS

There were no remarks and announcements.

H. ADJOURNMENT

The Operations & Safety Committee Meeting adjourned at 9:43 AM.

The next Operations & Safety Committee Meeting is scheduled for Wednesday, November 20, 2024 at 9:00 AM with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Prepared by:

A handwritten signature in blue ink, reading "Regina Gonzales", is written over a horizontal line.

Regina Gonzales, Executive Assistant
Deputy Clerk of the Board