

**PUPIL TRANSPORTATION COOPERATIVE
BOARD OF DIRECTORS
April 12, 2018
Location: South Whittier School District
BOARD MEETING MINUTES**

9:00 A.M.

Roll Call - Present:

Board President	- Mr. Manuel Correa, Little Lake City School District
Vice President	- Mr. Douglas McMasters, Los Nietos School District
Board Member	- Mr. Jonathan Barth, East Whittier City School District
Board Member (ALT)	- Ms. Lily Huntenburg, El Rancho Unified School District
Board Member	- Mr. Mark Keriakous, South Whittier School District
Board Member	- Mr. Jon McNeil, Whittier City School District
Board Member	- Dr. Monica Oviedo, Whittier Union High School District

Roll Call – Absent:

STAFF MEMBERS PRESENT:

Mr. Steve Bui, Executive Director
Ms. Joanne Gallegos, Manager of Fiscal Services
Ms. Dana L. Williams, Administrative Secretary

STAFF MEMBERS ABSENT:

Ms. Carina Lazcano, Operations Manager

GUESTS

Cheryl Plotkin -El Rancho, Sal Holguin, AALRR, Bill Cooper, CSEA #727 President, Erica Ortiz, Mechelle Gallegos, Maria Caballero, Laura Cazon, Alondra Ruiz, Daniel Gonzales.

I. CALL TO ORDER

A. Roll Call

Mr. Correa called the meeting to order at 9:08 a.m.

B. Mr. Bui led the Pledge of Allegiance.

II. ADOPTION OF AGENDA

A. April 12, 2018

A motion to adopt the April 12, 2018 agenda was made by Mr. McNeil seconded by Dr. Oviedo and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

III. APPROVAL OF MINUTES

A. March 8, 2018– Regular & Closed Sessions

B. March 22, 2018 – Regular & Closed Sessions

Thursday, April 12, 2018

A motion to approve the March 8, 2018 and March 22, 2018 Board Meeting minutes was made by Mr. McMasters, seconded by Dr. Oviedo and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

IV. PUBLIC COMMENTS

Any person who wishes to address an item on the agenda may do so at this time. Comments or suggestions from visitors are restricted to items appearing on the agenda and are limited to three (3) minutes. A Public Comment Card/Speaker Slip must be completed by the Board Secretary and received prior the start of the meeting in order to make a comment.

Mr. Bill Cooper – Heavy-Duty Mechanic & CSEA #727 President stated that employees are considering other jobs options and are anxious about the Whittier jobs. Some have been invited to test and others are still waiting. He stated that he spoke with Michael who is the CSEA president for Whittier Union and they will meeting on Wednesday, April 18, 2018 at 9:00 a.m. He stated that the drivers and mechanics are focusing on safety during this transition. He thanked the Board and concluded that the classified staff are ready to meet the next goal.

V. CONSENT CALENDAR

These consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board as one item without discussion. If any Board Member requests an item be removed from the Consent Calendar, it will be taken up in order indicated on the agenda.

1. Approval of Personnel Report (1718-11)
 - a. Ratification of Approval for Change of Status
 - b. Ratification of Approval for Employment
 - c. Ratification of Approval for Resignation/Termination of Employment
2. Ratification of Approval of Purchase Order numbers **38696** through **38853** in the amount of **\$346,056.46** for the month of **March 2018**.
3. Ratification of Approval of Warrant Register Report for warrants issued from the General Fund in the amount of **\$513,518.94** for the month of **March 2018** as presented.
4. Ratification of Approval of Payroll Register Report for the period of **March 2018** in the amount of **\$480,920.56**, as presented.

A motion to approve the Consent Calendar was made by Mr. McMasters, seconded by Mr. Barth, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

ACTION ITEMS / ATTACHMENTS

- A. Approval of Resolution No.1718-02 for School Bus Driver Appreciation Day (Tuesday, April 24, 2018).

Mr. Bui stated that the nationwide celebration will be held on Tuesday, April 24, 2018. Pupil Transportation will also celebrate by having a luncheon at 10:00 a.m.

Mr. McNeil suggested that it would be nice to have as many Board members present to encourage the staff and drivers during this time.

A motion to approve Resolution No. 1718-02 was made by Mr. McNeil, seconded by Ms. Huntenburg and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

B. Approval of Resolution No. 1718-03 Regarding Layoff of Classified Personnel for Lack of Work and Lack of Funds

A motion to approve Resolution No. 1718-03 was made by Dr. Oviedo, seconded by Mr. Keriakous and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

VII. CLOSED SESSION

- A. Personnel: Public Employee Discipline / Dismissal / Release
- B. CONFERENCE WITH LABOR NEGOTIATORS: Steve Bui, Carina Lazcano, and Salvador Holguin, Jr., regarding CSEA Negotiations.
- C. CONFERENCE WITH LABOR NEGOTIATORS: Manuel Correa, Douglas McMasters, and Salvador Holguin, Jr., regarding Unrepresented Management and Confidential employees: Administrative Secretary; Director; Driver Instructor Supervisor, Manager of Fiscal Services; Operations Manager; Operations Supervisors; and Vehicle Maintenance Manager.
- D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION ((Subdivisions (c) and (d)(1) of section 54956.9: Vernon Kinder vs. Pupil Transportation Cooperative, Case No: BC607966
- E. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to subdivision (d)(2) and (e) of section 54956.9.
(2 Cases)

A motion to convene into Closed Session at 9:16 a.m. was made by Mr. McNeil, and seconded by Dr. Oviedo, and unanimously approved by all present. **Motion carried all in favor 7 to 0.**

VIII. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 10:55 a.m.

Action taken:

1. Ratification settlement of Vernon Kinder vs. Pupil Transportation Cooperative, Case No: BC607966 passed 7 to 0.

2. Decision not to renew employment contract of Director. Motion passed 7 to 0.

IX. **DISCUSSION ITEMS**

A. CSEA and Its Chapter 727 Sunshining of Layoff Effects Bargaining Proposal

Mr. Bui stated that CSEA will hold meetings on Friday, April 13, 2018 and Monday, April 16, 2018. More information will follow.

B. Update on Current Pupil & Miles Report

Ms. Gallegos stated that there were no significant changes. She concluded stating that the pupil and miles in special education was calculated on a daily average instead of five days; however, it did not affect the percentages.

X. **DIRECTOR'S REPORT**

A. Summer Schedule Update: Reminder to submit Student Lists

Mr. Bui reminded the Board members that the Student Lists were needed as soon as possible.

XI. **BOARD MEMBERS' REPORT**

Mr. McNeil stated that he has submitted his resignation effective June 30, 2018. He stated that he will be consulting. No further reports offered.

XII. **CORRESPONDENCE**

None

XIII. **ADJOURNMENT**

Motion to adjourn the meeting at 10:58 a.m. to **Thursday, May 10, 2018 @ 9:00 a.m.** at Whittier Union High School District's Board Room for the Regular and Closed Session was made by Mr. McNeil, seconded by Mr. Keriakous, and unanimously approved by all present. **Motion carried all in favor 6 to 0.**



Manuel Correa, President

5/21/18

Date