



# MINUTES

## *Executive Committee Meeting*

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### **Committee Members Present**

Steve Jones, Chairman

*Via teleconference:*

Andrew Do, Vice Chairman

Laurie Davies

Michael Hennessey

Mark A. Murphy

Tim Shaw

### **Staff Present**

Darrell E. Johnson, Chief Executive Officer (CEO)

Jennifer L. Bergener, Deputy CEO

Laurena Weinert, Clerk of the Board

Martha Ochoa, Assistant Clerk of the Board

James Donich, General Counsel (teleconference)

### **Committee Members Absent**

None

## **Call to Order**

The April 6, 2020 regular meeting of the Executive Committee (Committee) was called to order by Chairman Jones at 9:01 a.m. Chairman Jones announced today's Committee meeting protocol, the Committee Members will participate via teleconferencing, and all votes would be taken by roll call.

## **Roll Call**

The Clerk of the Board conducted an attendance Roll Call and announced there was quorum of the Committee.

## **Pledge of Allegiance**

Chairman Jones led in the Pledge of Allegiance.

### **1. Public Comments**

There were no public comments.

## **Special Calendar**

There were no Special Calendar Matters.



## **Consent Calendar (Items 2 and 3)**

### **2. Approval of Minutes**

A motion was made by Vice Chairman Do, seconded by Director Davies, and following a roll call vote, declared passed 6-0, to approve the minutes of the Executive Committee meeting of February 3, 2020.

### **3. Signatory to the Orange County Operational Area Agreement**

A motion was made by Vice Chairman Do, seconded by Director Davies, and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to execute the signatory agreement allowing Orange County Transportation Authority to participate in the Orange County Operational Area Agreement.

## **Regular Calendar**

### **4. Coronavirus (COVID-19) Update**

Darrell E. Johnson, CEO, reported on the Orange County Transportation Authority's (OCTA) efforts to proactively respond to the COVID-19 pandemic as noted in the staff report.

A discussion ensued regarding the following:

- Director Davies requested OCTA's COVID-19 updates to post on the City of Laguna Niguel's website.
- OC Bus ridership, service hours, the buses are not running ahead of schedule, and OCTA could review reducing non-productive bus routes.
- The Coronavirus Aid, Relief, and Economic Security Act and OCTA reserves are currently supporting operations of the bus service.
- Andrew Oftelie, Chief Financial Officer, stated that there is no financial parallel to the COVID-19 situation as it relates to Measure M2 (M2) sales tax revenues and other funding sources, as well as provided other related comments.
- OCTA's financial risks, due to COVID-19, will be discussed at a future Finance and Administration Committee meeting.
- OCTA can continue with current M2 capital projects.
- Refinancing M2 under the new tax legislation is not allowable.
- OCTA will review and monitor refinancing of the 91 Express Lanes (EL) and 405 Improvement Project.



#### **4. (Continued)**

- The EL walk-in customer center is closed, and the debt payments continue to be paid.
- The three rating agencies reviewed the EL, and OCTA ratings for the EL are still good.

No action was taken on this receive and file information item.

### **Discussion Items**

#### **5. Cyber Security Annual Update**

Michael Cardoza, Cyber Security Manager, provided a PowerPoint presentation for this item as follows:

- Regulations and Policy;
- Understanding Current Threats;
- OCTA Cyber Security Posture;
- Security Projects and Accomplishments; and
- Cyber Security Roadmap.

A discussion ensued regarding:

- OCTA had in place a remote to work program and under COVID-19 leveraged current existing infrastructure.
- There have been many failed cyber threat attempts.
- OCTA has multi-levels of cyber security.

#### **6. Chief Executive Officer's Report**

Darrell E. Johnson, CEO, reported on the following:

- Thanked the Committee Members for their ongoing support and leadership as OCTA navigates during the COVID-19 pandemic.
- OCTA has a financial policy and investment in technology.
- Thanked OCTA's entire workforce for exemplifying OCTA's values and being proactive, flexible, and innovative in adapting to these changing times.
- Proactive steps have been taken in response to COVID-19 by temporarily implementing a rear door boarding policy on OCTA's buses.
- The rear door bus boarding lessens interaction between the coach operators and passengers and reinforces and encourages social distancing.



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### **6. (Continued)**

- The bus rear door effort is going smoothly and OCTA received positive feedback from both coach operators and passengers.

### **7. Committee Members' Report**

Director Hennessey inquired if the coach operators are being provided shields and masks for the COVID-19 crisis. Jennifer L. Bergener, Deputy CEO, highlighted OCTA's efforts to ensure the health and safety of the coach operators.

Director Hennessey commented on the light traffic and going forward many companies will probably have employees work from home. Director Hennessey asked, going forward, for OCTA to review work from home efforts.

### **8. Closed Session**

There were no Closed Session items scheduled.

### **9. Adjournment**

The Executive Committee meeting adjourned at 10:06 a.m.

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Monday, May 4, 2020**, at the OCTA Headquarters, 550 South Main Street, Conference Room 07, Orange, California.

ATTEST

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Laurena Weinert  
Clerk of the Board

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Steve Jones  
Chairman