



**Committee Members Present
Via Teleconference:**

Michael Hennessey, Chairman
Richard Murphy, Vice Chairman
Andrew Do
Gene Hernandez
Steve Jones
Joe Muller
Michelle Steel

Staff Present

Darrell E. Johnson, Chief Executive Officer
Martha Ochoa, Assistant Clerk of the Board
Gina Ramirez, Deputy Clerk of the Board
James Donich, General Counsel (teleconference)
OCTA Staff and Members of the General Public

Committee Members Absent

None

Call to Order

The May 13, 2020, regular meeting of the Finance and Administration Committee was called to order by Committee Chairman Hennessey at 10:32 a.m.

Roll Call

The Deputy Clerk of the Board conducted an attendance Roll Call and announced that there was a quorum of the Finance and Administration Committee.

Pledge of Allegiance

Committee Vice Chairman R. Murphy 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 through 6)

2. Approval of Minutes

A motion was made by Director Hernandez, seconded by Committee Vice Chairman R. Murphy, and following a roll call vote, declared passed 7-0, to approve the minutes of the Finance and Administration Committee meeting of April 22, 2020.



3. Fiscal Year 2019-20 Third Quarter Grant Reimbursement Status Report

A motion was made by Director Hernandez, seconded by Committee Vice Chairman R. Murphy, and following a roll call vote, declared passed 7-0, to receive and file as an information item.

4. Amendment to the 91 Express Lanes Riverside County Transportation Commission / Orange County Transportation Authority Facility Agreement

A motion was made by Director Hernandez, seconded by Committee Vice Chairman R. Murphy, and following a roll call vote, declared passed 7-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 5 to Agreement No. C-5-3828 between the Orange County Transportation Authority and Riverside County Transportation Commission, in the amount of \$1,130,500, for the reimbursement of shared operational expenses through June 30, 2021.

5. Amendment to Cooperative Agreement with the City of Laguna Beach for Public Transit Services

A motion was made by Director Hernandez, seconded by Committee Vice Chairman R. Murphy, and following a roll call vote, declared passed 7-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 1 to Cooperative Agreement No. C-8-1679 between the Orange County Transportation Authority and the City of Laguna Beach, in the amount of \$599,381, for the pass through of Coronavirus Aid, Relief, and Economic Security Act funding. This will increase the maximum obligation of the cooperative agreement to a total contract value of \$3,199,381.

6. Sole Source Agreement for Health Insurance Brokerage Services

A motion was made by Director Hernandez, seconded by Committee Vice Chairman R. Murphy, and following a roll call vote, declared passed 7-0, to authorize the Chief Executive Officer to negotiate and execute sole source Agreement No. C-0-2078 between the Orange County Transportation Authority and Alliant Insurance Services, Inc., in the amount of \$342,000, for a three-year initial term, effective June 1, 2020 through May 31, 2023, with one, two-year option term, to provide health insurance brokerage services.

Regular Calendar

There were no Regular Calendar items scheduled.



Discussion Items

7. Fiscal Year 2020-21 Budget Workshop Follow-up

Darrell E. Johnson, Chief Executive Officer (CEO), provided opening comments and introduced Andrew Oftelie, Chief Financial Officer (CFO).

Andrew Oftelie, CFO, referenced the handout listing questions and answers that resulted from the May 11, 2020 Board of Directors (Board) budget workshop.

Mr. Oftelie announced that staff would be available at each Committee meeting and available for one-on-one sessions to answer any questions that come up before the proposed fiscal year 2020-21 public hearing.

8. Chief Executive Officer's Report

Mr. Johnson, CEO, reported on the following:

- Staff is actively monitoring the May revised budget from the State of California and will keep the Board members updated as it relates to the Orange County Transportation Authority budget impacts.
- On May 12th, the fourth virtual CEO Connection meeting was held using Microsoft Teams with nearly 400 participants. This format began in late March to connect with administrative staff who are working remotely. He stated that questions were answered, and the group was updated on the "Return to the Workplace" plan that the Executive team is developing following guidance from state and local health officials.
- Mr. Johnson, CEO, stated he is also planning on reaching out to the Coach Operators and Maintenance Workers at the bases to connect with them using a telephone townhall format. Staff is working out the logistics and anticipate hosting the meeting next week.



9. Committee Members' Reports

Committee Chairman Hennessey inquired on any changes needed regarding staff working remotely.

Mr. Johnson, CEO, stated that the staff is pleased with the productivity and commitment of the administrative staff while working remotely.

10. Closed Session

There were no Closed Session items scheduled.

11. Adjournment

The meeting was adjourned at 10:43 a.m.

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, May 27, 2020**, at the Orange County Transportation Authority Headquarters, 550 South Main Street, Conference Room 07, Orange, California.

ATTEST

Gina Ramirez
Deputy Clerk of the Board

Michael Hennessey
Committee Chairman