



**Tulare County Regional Transit Agency
SPECIAL MEETING AGENDA**

October 10, 2024

3:00 pm

**Meeting Location:
200 E. Center Avenue
Visalia, CA 93291**

NOTE: This meeting will allow the public to participate in the meeting via Microsoft Teams using the following link:

[Join the meeting now](#)

Meeting ID: 212 529 336 27

Passcode: Y98d96

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the Tulare County Regional Transit Agency ("TCRTA") office at 559-972-3407 at least 3 days prior to the meeting. Any staff reports and supporting materials provided to the Board after the distribution of the agenda packet are available for public inspection at the TCRTA office.

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT**

**NOTICE TO THE PUBLIC
PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCRTA but not appearing on this agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. Speakers are requested to state their name(s) and address(es) for the record.

IV. ACTION/ DISCUSSION ITEMS:

- A. **Action:** Adoption of Resolution 2024-025 Consider the appointment of Derek Winning as Interim Executive Director (Pages 1-4)
- B. **Action:** Adoption of Resolution 2024-026 Establishment of a Technical Advisory Committee (TAC) (Pages 5-8)

V. CLOSED SESSION ITEMS:

It is the intention of the Board of Directors to meet in closed session concerning:

- A. Government Code Section 54957 – Public Employee appointment/employment consideration and possible appointment for the position of: Interim Executive Director

RECONVENE OPEN SESSION

VI. REPORT OUT OF CLOSED SESSION:

- A. The Board will report any action taken in closed session, as required by Government Code Section 54957.1.

VII. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, October 21, 2024, and will take place at 4:00 pm** at the Tulare County Regional Transit Agency (TCRTA), 200 E. Center Avenue, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

BOARD OF DIRECTORS

ALTERNATE

AGENCY

Maribel Reynosa	Vacant	City of Dinuba
Vicki Riddle	Frankie Alves	City of Exeter
Greg Gomez – Vice Chair	Armando Hinojosa	City of Farmersville
Ramiro Serna	Rosaena Sanchez	City of Lindsay
Jose Sigala – Chair	Terry Sayre	City of Tulare
Jose Martinez	Rudy Mendoza	City of Woodlake
Larry Micari	Amy Shuklian	County of Tulare
Vacant	Vacant	Tule River Tribe

EX OFFICIO MEMBERS

Georgina Landecho, CalVans
Liz Wynn, TCAG Public Transit Representative

TCRTA STAFF

Vacant, TCRTA Executive Director
Teresa Ortega, TCRTA Transit Analyst
Clayton Landis, TCRTA Transit Analyst
Olivia Forte, TCRTA Transit Analyst
Melissa Cashen, TCRTA Accountant II
Ashlee Compton, TCRTA Administrative Clerk I
*Thomas Degn, County Counsel

TCRTA
200 E. Center Avenue
Visalia, CA 93291
Phone: (559) 972-3407
www.tularecog.org/tcag/tcrta/
www.gotcrta.org

Date	Location
January 29, 2024*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
February 21, 2024*	Tulare Public Library and Council Chambers 491 North M Street, Tulare, CA 93274
March 18, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
April 15, 2024 Rescheduled: April 22, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
May 20, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
June 17, 2024 Rescheduled: June 26, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
July 15, 2024 Rescheduled: July 22, 2024	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291
August 19, 2024	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291
September 16, 2024	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291
October 21, 2024	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291
November 18, 2024	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291
December 16, 2024 Cancelled	Tulare County Regional Transit Agency 200 E. Center Ave., Visalia, CA 93291

The TCRTA Board meets at 4:00 pm. Most meetings fall on the third Monday of each month. Meeting dates with asterisks have been changed due to holidays and/or calendar conflicts.

Meetings will be held at the location noted above for each month, unless otherwise noted in that month's agenda. All meeting dates are subject to change.

Tulare County Regional Transit Agency

AGENDA ITEM IV - A

October 10, 2024

Prepared by Derek Winning, TCAG Staff

SUBJECT:

Action: Adoption of a Resolution 2024-025 Appointing Derek Winning as Interim Executive Director, approving 5% Out of Class Pay for Interim Executive Director for Performing Duties Outside of Current Assigned Job Class

BACKGROUND:

The Joint Powers Agreement authorizes TCRTA to own, operate, and administer the transit services for its Member Agencies. Currently, TCRTA does not have an Executive Director. An Interim Director is needed to enable TCRTA to handle to run the day to day needs of the agency, provide managerial duties overseeing the employees of TCRTA, and work with the Board and committees to operate and administer transit services. Derek Winning is currently Principal – Planning Dept for Tulare County Association of Governments (TCAG). He has been recommended to be the Interim Executive Director for TCRTA while a search for a permanent Executive Director is conducted. Mr. Winning will be performing duties higher than those currently assigned.

DISCUSSION:

Staff have determined that an additional 5% out of class pay may be instituted to cover the absence of the Executive Director. Below is a listing of potential new assignments for each staff. The appropriate paperwork justifying the additional duties will be submitted to Tulare County Human Resources for approval. Upon submission to the County of Tulare Human Resources Department and approval of the same, the process will take at a minimum 30 days but would go into effect as of October 16, 2024. The proposed out of class allocation of positions and compensation for TCRTA are as follows:

TCRTA Executive Director Derek Winning	\$62.7718/hour (\$130,545.34/annual).
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RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors:

1. Approve the draft Resolution to appoint Derek Winning as Interim Executive Director of TCRTA, and pay Derek Winning 5% out of class pay for the listed position classification and compensation; and
2. Authorize the Interim Executive Director to prepare out of class pay requests as deemed necessary, upon approval by County Human Resources, and approve minor changes as necessary to implement said action.

FISCAL IMPACT:

The proposed recommendations will not exceed the current approved budget for FY 24/25.

ATTACHMENTS:

1. Draft Resolution 2024-25 appointing Derek Winning as Interim Executive Director and approving 5% out of class pay for TCRTA Employees performing duties outside of current assigned job class.

RESOLUTION: 2024-025

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPOINTING DEREK WINNING AS INTERIM EXECUTIVE DIRECTOR,
APPROVING 5% OUT OF CLASS PAY FOR DEREK WINNING FOR PERFORMING DUTIES
OUTSIDE OF CURRENT ASSIGNED JOB CLASS, AND AUTHORIZING INTERIM EXECUTIVE
DIRECTOR TO PREPARE OUT OF CLASS REQUESTS AS NECESSARY**

WHEREAS, the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

WHEREAS, the purpose of the formation and operation of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of and on behalf of the Member Agencies; and

WHEREAS, it is proposed that Derek Winning be appointed as the Interim Executive Director for TCRTA; and

WHEREAS, it is proposed that Derek Winning receive 5% out of class pay for his duties as TCRTA Interim Executive Director; and

WHEREAS, it is proposed that TCRTA authorize the Interim Executive Director to prepare and submit a 5% out of class pay request to Tulare County Human Resources for any personnel performing duties outside of their existing job description; and

WHEREAS, Derek Winning has been perform the duties of Executive Director since the departure of the previous Executive Director, his out of class pay would begin on October 16, 2024; and

WHEREAS, it is proposed that TCRTA authorize the Executive Director to approve minor changes as necessary to implement said action;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby Appoint Derek Winning to be Interim Executive Director.

BE IT FURTHER RESOLVED THAT THE BOARD does further approve Derek Winning to receive a 5% out of class pay his duties as Interim Executive Director, to wit: \$62.7718/hour (\$130,545.34/annual), and does authorize him to prepare and submit a 5% out of class pay request.

RESOLUTION: 2024-025

BE IT ADDITIONALLY RESOLVED that the Executive Director is hereby authorized to make minor changes as necessary to implement the action.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 10th day of October 2024.

YES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Jose Sigala Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2024-025 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a special meeting thereof held on the 10th day of October 2024.

Signed _____
Derek Winning, Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM IV - B

October 10, 2024

Prepared by Derek Winning, TCAG Staff

SUBJECT:

Action: Adoption of Resolution 2024-026 establishing a Technical Advisory Committee (TAC) of the Tulare County Regional Transit Agency

BACKGROUND:

TCRTA was formed by a Joint Powers Agreement (JPA) on August 11, 2020, with the authority to operate transit services on behalf of its member agencies. Current TCRTA member agencies include the County of Tulare, City of Tulare, City of Dinuba, City of Woodlake, City of Lindsay, City of Farmersville, the City of Exeter, and the Tule River Tribe. Considering the vast geographic area, diverse populations, and various levels of transit service provided to members, a high level of communication and coordination with members agencies is required to ensure that TCRTA can meet the service expectations and fulfill its mission as a cost-effective transit solution for its members.

DISCUSSION:

As a regional agency it is incumbent upon TCRTA Staff to use a consensus building approach with its members. A staff level technical advisory committee representing each of TCRTA's member agencies under the purview of the TCRTA Executive Director will act as a sounding board utilizing the experience and expertise of member agency City Managers ensuring that members are well informed and on the same page as TCRTA moves forward. Under this approach, questions, answers, and information will flow through the TCRTA Executive Director. The intent is to use the TAC as a forum to better inform member agency staff and use the opportunity to improve relationships and develop support for TCRTA initiatives going forward.

RECOMMENDATION:

Establish a Technical Advisory Committee (TAC) consisting of the chief executive officers of TCRTA's member agencies (County Administrative Officer and City Managers) or their designees to discuss the challenges facing TCRTA and to build consensus among members for TCRTA initiatives under the purview of the TCRTA Executive Director. The TAC will meet regularly at least once a month.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Draft Resolution 2024-026 Establishing a Technical Advisory Committee (TAC) of the Tulare County Regional Transit Agency

RESOLUTION: 2024-026

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ESTABLISHMENT OF A TECHNICAL ADVISORY COMMITTEE (TAC) OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY**

WHEREAS, the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

WHEREAS, the purpose of the formation and operation of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of and on behalf of the Member Agencies; and

WHEREAS, it is in the interest of TCRTA and its members agencies to have better communication regarding the operations and finances of TCRTA and to build consensus among the member agencies as to the strategic direction of TCRTA; and

WHEREAS it is proposed that a Technical Advisory Committee (TAC) be formed to help improve communication, participation, and consensus by and between TCRTA and its member agencies; and

WHEREAS, it is proposed that membership of the TAC consists of TCRTA’s executive director, the Tulare County Administrative Officer or its designee and the City Managers or their designees from Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake; and

WHEREAS, it is proposed that the TCRTA Executive Director chair the TAC; and

WHEREAS, it is proposed that the TAC meet at least once a month to review the ongoing needs and concerns of TCRTA, as well as the needs and concerns of the member agencies relating to transit.

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, hereby creates a Technical Advisory Committee consisting of TCRTA’s executive director, the Tulare County Administrative Officer, or its designee, and the City Managers from Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake, or their designees.

BE IT ADDITIONALLY RESOLVED that the Executive Director is hereby authorized to make minor changes to the TAC as necessary to implement the action.

RESOLUTION: 2024-026

THE FOREGOING RESOLUTION THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 10th day of October 2024.

YES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Jose Sigala Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2024-026 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a special meeting thereof held on the 10th day of October 2024.

Signed _____
Derek Winning, Interim Executive Director