

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes: June 24, 2016**

MEMBERS PRESENT: Sherry McCoy, Chair (Hercules); Janet Abelson, Vice-Chair (El Cerrito); Tom Butt, (Richmond); Gayle McLaughlin (Richmond); Cecilia Valdez (San Pablo); Zakhary Mallett (BART); Chris Peeples (AC Transit); Vinay Pimplé (Richmond), Joe Wallace (AC Transit)

STAFF PRESENT: John Nemeth, Joanna Pallock, Valerie Jenkins, Leah Greenblat, Danelle Carey, Kirk Kokotaylo (legal counsel)

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:06 a.m.

Director Peeples replaced Director Wallace: 8:35 a.m.

Meeting Adjourned: 9:50 a.m.

Public Comment: *Director Chris Peeples*, WCCTAC Board Alternate for AC Transit, shared his concerns about the FY2014 WCCTAC audit findings.

Consent Calendar: Motion by *Vice Chair Abelson 2nd* by *Director Wallace* to approve items 4-10. *Item #3 pulled by Director Mallett*

4. Monthly Update on WCCTAC Activities.
5. Financial Reports.
6. Payment of Invoices over \$10,000. *None*
7. Approve Pay Schedules for Fiscal Years 2013-2017.
8. Subregional Transportation Mitigation Program (STMP) Cooperative Funding Agreement with the City of El Cerrito.
9. Agreement with The Staffing Solutions Group for Accounting Services.
10. Appointment to CCTA's Technical Coordination Committee (TCC).

ITEM/DISCUSSION	ACTION
Item #3 Minutes from June 24, 2016 Board Meeting	Motion by Director Mallett ; seconded by Director Wallace to correct the minutes from the May 27, 2016 Board meeting. Item #12 should read "no vote taken due to substitute motion passing."

<p>Item #11 Fiscal Audits and Memorandum on Internal Control for Fiscal Year 2014</p>	<p>Amy Meyers from Maze and Associates presented the findings and information on the FY 2014 WCCTAC audit. Staff noted that in early 2014, the last audit completed was for FY 2010 and that the agency was working toward getting caught up. Staff agreed to provide more frequent updates on the agency's audit status. Motion by Director Valdez, seconded by Director Wallace, to approve the Fiscal Audit and Memorandum on Internal Control for FY 2014.</p>
<p>Item #12 Draft Final Fiscal Year 2017 Work Program, Budget, and Dues.</p>	<p>Motion by Vice-Chair Abelson, seconded by Director Peeples to approve the FY17 WCCTAC Final Draft for the Work Program, Budget, and Dues.</p>
<p>Item #13 West County Accessible Transportation Study.</p>	<p>Motion by Director Peeples, seconded by Director Mallett to approve \$75,000 for a West County Accessible Transportation Study. The Study will use \$25,000 from FY 14-15 Measure J Program 20bm and \$50,000 from Measure Program 28b.</p>
<p>Item #14 TDM Update</p>	<p>Danelle Carey and Jessica Downing presented an overview of the TDM activities in the past year. The details of the 2016 West County Employer Survey were also discussed. Information Only</p>
<p>Item #15 Other Business</p>	<p>Director Mallett requested that an item be added to the July WCCTAC Board Agenda. He shared that the BART Board approved adding \$125k to supplement the West County High Capacity Transit Study so that a more thorough review can be done of a BART extension from the El Cerrito Del Norte BART Station.</p> <p><u>Vote on Motion to Add Item to July 22 agenda:</u> Director Pimplé, Director McGlaughlin, Director Butt, Vice-Chair Abelson, Chair McCoy- NO Director Peeples, Director Mallett-YES Director Valdez-Abstain Item will not be placed on the July agenda.</p>