

Lassen Transit Service Agency

LARRY MILLAR, Executive Director

DAVID KNAUT, Assistant Transportation Planner



707 Nevada Street, Suite 4
Susanville, CA 96130

☎ 530 / 251-8305
FAX: 530 / 251-2675
lassen transportation.org

LTSA/J-2
2018/74

Date Posted: March 8, 2018

To: **THE LASSEN TRANSIT SERVICE AGENCY:**

David Teeter, Chairman (Co. Supervisor)
Jeff Hemphill (Co. Supervisor)
Tom Hammond (Co. Supervisor)

Joe Franco Vice Chairman (City Council)
Kathie Garnier (City Council)
Brian Wilson (City Council)

From: 
Larry Millar, Executive Secretary

Subject: **REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY**

The regular meeting of the Lassen Transit Service Agency has been scheduled for **Monday, March 12, 2018**, immediately following the meeting of the Lassen County Transportation Commission at the **Lassen County Board of Supervisors Chambers**, 707 Nevada Street, Susanville, CA. The agenda is as follows:

Page (1) **CONVENE**

1.1 **Agenda Approval:** Additions and Deletions

Motion Required

1. 1.2 **Minutes Approval:** January 22, 2018, Commissioners present: Wilson, Garnier
Albaugh, Hammond, Teeter, and Franco.

Motion Required

(2) **CORRESPONDENCE / PUBLIC COMMENT**

4. 2.1 **Correspondence:**

A) SR 395 Traffic Concept Report-Board of Supervisors letter to Assemblymember
Brian Dahle

2.2 **Public Comment:** Matters brought forth by the Public

(3) **NEW BUSINESS**

7. 3.1 **Bus Stop Improvements:** Receive information and provide direction to staff

**Information and
Possible Action**

12. 3.2 LTSA Transit Software Solution: Receive information and provide direction for staff.

Information and
Possible Action

15. 3.3 Second Bus on City route: Receive information and provide direction to staff

Information and
Possible Action

(4) **OTHER BUSINESS**

4.1 Reports by Executive Director and Staff:

16. 4.2 Report by Lassen Rural Bus Manager/Staff:

- Report on LRB activity
- Report of maintenance activity of the LRB fleet
- Report on condition of fleet vehicle HVAC systems

4.3 Matters brought forth by the Agency:

Set date for the next Regular Agency Meeting for May 14, 2018

4.4 Adjourn

cc: Board of Supervisors (Chris Gallagher, alternate for Albaugh & Teeter; Tom Hammond, alternate for Hemphill); City Council members (Joe Franco, Alternate; Kevin Stafford, Alternate); Caltrans District 2 (Dave Moore, Kathy Grah, Tamara Rich); Caltrans Susanville Office (Cliff Bettencourt); CHP (Joe Micheletti); Lassen County (Richard Egan, Larry Millar, Cynthia Raschein, Bob Burns, Nancy Summers, Cheryl Strange, Melody Brawley, Diana Wemple, Julie Bustamante, Susan Osgood, Maurice Anderson); City of Susanville (Jared Hancock, Craig Sanders, Gwenna MacDonald, Dan Newton, Dan Gibbs, John King); Lassen Rural Bus (Ron Leal, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Jim Mackay, Wanda Brown); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Lori McDonald); Lassen Community College (Dr. Marlon Hall, Dave Clausen)

ITEMS SCHEDULED FOR FUTURE MEETINGS:

gb

**Lassen-Plumas-Sierra Community Action Agency
Regular Board of Directors Meeting**

**Plumas County Library
445 Jackson Street
Quincy, CA 95971**

Thursday, March 22, 2018 – 10:00 AM

- I. Roll Call**
- II. Approval of Agenda – Motion**
- III. Approval of Minutes – December 7, 2017 meeting (Attachment I) – Motion**
- IV. Welcome Barbara Longo, Lassen County Public Seat**
- V. Welcome Allison Smith, Candidate for Sierra County Public Seat**
 - a. Update on Plumas County, Community Seat - Report**
- VI. CSD 2017 Desk Review Report**
 - a. Letter – December 1, 2017 CSD 2017 Desk Review Report (Attachment II)**
 - b. Letter -- January 2, 2018, Executive Director's Response to CSD 2017 Desk Review Report (Attachment III)**
 - c. Letter – January 8, 2018, CSD Response to Executive Director's Response to CSD 2017 Desk Review Report (Attachment IV)**
 - d. Letter – February 1, 2108, CSD Response to Executive Director's Response to CSD 2017 Desk Review Report (Attachment V)**
- VII. Plumas County Site Visits – Report**
 - a. Round House Council – Youth and Senior Program (Attachment VI)**
 - b. Plumas Rural Services – Child Abuse Treatment Program (Attachment VII)**
 - c. Plumas Rural Services – Domestic Violence Services & Shelter (Attachment VIII)**
- VIII. Reappointment of Directors and Election of Officers (Attachment IX)**

Discussion and Motion

 - a. Kim Brown – term ended 12/31/2017**
 - b. Bob Darling – term ended 12/31/2017**
 - c. Sierra County Public Seat – Rob Robson**
- IX. LPSCAA Philosophy - Discussion**
 - a. Appropriation of Money**
 - b. Partnering with other organizations**
- X. Finance Report (Attachment X) – Report**

- XI. Grant Writing Report (Attachment XI) – Report**
- XII. Staff Report**
 - a. Update on LPSCAA Year-End Reports**
 - b. Update on LPSCAA Year-End Invoicing**
 - c. Letter of Appreciation (Attachment XII)**
 - d. CBDG IS Survey (Attachment XIII)**
 - e. 2017 FPPC Form 700**
- XIII. Board of Directors Announcements and Reports.**
- XIV. Public Comment**
- XV. Determination of next meeting, location, date and time.**
- XVI. Adjournment**