

PLUMAS COUNTY TRANSPORTATION COMMISSION

DEPARTMENT OF PUBLIC WORKS

CONFERENCE ROOM

1834 EAST MAIN STREET, QUINCY, CA

MINUTES

July 18, 2011

The Chair calls the meeting of the Plumas County Transportation Commission (PCTC) to order at 1:30 PM, with the following Commissioners in attendance:

Chair John Larrieu, Jon Kennedy, Susan Scarlett, Dan Wilson, Sharon Thrall and Robert Meacher.

Also in attendance:

Bob Perreault, Executive Director, PCTC
Aaron Cabaccang, Caltrans.

1a. Public Comment

Chairman Larrieu requests any comments for public comment. There being no comment from the Public, Chairman Larrieu moves on to item 1b.

1b. Chairman Larrieu Requests Input from Commissioners on Non-Agenda Items:

There being no input from Commissioners, Chairman Larrieu moves on to Item 2.

2. Approval of Minutes of June 20, 2011.

Minutes of the June 20, 2011 meeting are approved on motion by Susan Scarlett, second by Sharon Thrall, followed by unanimous vote of approval.

3. Mobility Management – Status Report

Bob Perreault gives a brief summary on the status of the MM Project.

The Board of Supervisors accepted the Final Report on June 21, 2011.

The Project Team then met with County Counsel Craig Settlemyre and Steve Mansell to focus on the volunteer drivers program. County Counsel reported that he had previously worked on a similar program that included all volunteers, not just volunteer drivers. At the Management Council meeting on July 8, 2011, County Counsel distributed a draft document and requested feedback from department heads. County Counsel stated that he has sufficient information to

bring the entire program back before the Board of Supervisors for consideration of adoption. The Project Team is satisfied that the project is moving forward in regard to the volunteers drivers program.

The Project is attempting to meet next with the Health Services Cabinet in regard to seeking assistance with developing a slate of proposed nominees to populate the (Presently) dormant Social Services Technical Advisory Committee (SSTAC), under the jurisdiction of PCTC. The next Health Services Cabinet meeting is scheduled for July 26, 2011. The Project Team expects to submit recommendations to PCTC in either August or September.

4. Plumas Transit – FY 10/11 Preliminary 4th Quarter Report

Bob Perreault referred to the subject report, pointing out that ridership has increased slightly. Robert Meacher motions to accept the report, second by Dan Wilson, followed by unanimous vote of approval.

5. Staff Request to Award Contract for Audit Services for FY 10/11

Bob Perreault reports that the contract with Plumas Rural Services contains a clause that requires the preparation of a performance audit of the PRS activity after the first year of operation. In previous years, the County's outside auditor, Smith & Newell, was available to perform audit activity for the PCTC through the County contract. However, the County Auditor recently stated that use of the County contract was no longer permissible. With time of the essence, staff has prepared a sole-source contract with Smith & Newell in order to timely prepare the performance audit.

Bob Perreault recommended that the Commission approve proposed Resolution #11-16, authorizing staff to contract with Smith & Newell for the audit services.

Susan Scarlett motions to accept, second by Jon Kennedy followed by unanimous vote of approval

6. Upcoming Request for Qualifications for Performance Audit of Transit Services

Bob Perreault explains that this is a report from staff that an RFQ for Audit Services will be prepared for audit services in the future. This item is continued to the next meeting.

7. The next meeting is confirmed to be scheduled for August 15, 2011 at 1:30 PM, same location.

8. The meeting adjourned at 1:45 PM.

ATTEST:

Bob Perreault
Executive Director