

San Mateo County Express Lanes Joint Powers Authority Board of Directors Meeting Minutes

Meeting No. 25
July 9, 2021

In compliance with Governor’s Executive Order N-29-20, and pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer, this meeting was conducted via remote conferencing.

Board of Directors: , Diane Papan(Chair) , Rico Medina (Vice Chair),Alicia Aguirre, Emily Beach, Maryann Moise Derwin, and Don Horsley

1.0 CALL TO ORDER/ ROLL CALL

Chair Papan called the meeting to order at 9:00 a.m. Roll call was taken.

Members Present:

C/CAG Members:

Diane Papan, Maryann Moise Derwin (arrived at 9:03am), Alicia Aguirre

SMCTA Members:

Don Horsley, Rico Medina, Emily Beach

Members Absent:

Staff Present:

Sandy Wong – Executive Council

Carter Mau – Executive Council

Mima Guilles – Secretary

Tim Fox – Legal Counsel

Matthew Click – Program/Policy Manager (PPM) for SMCEL-JPA, HNTB

Sean Charpentier, Van Ocampo – C/CAG staff supporting SMCEL-JPA

April Chan, Derek Hansel, Joe Hurley, Ladi Millard-Olmeda – SMCTA staff supporting SMCEL-JPA

Other members of staff and the public were in attendance.

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Mima Guilles, Clerk of the Board, provided an overview of the teleconference meeting procedures.

3.0 PUBLIC COMMENT

Note: Public comment is limited to two minutes per speaker. Public comment permitted on both items on the agenda and items not on the agenda.

4.0 APPROVAL OF CONSENT AGENDA

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 4.1 Approval of the minutes of Board of Directors regular business meeting No. 24 dated June 11, 2021. APPROVED
- 4.2 Accept the Sources and Uses of Funds for the FY21 Period Ending May 31, 2021. APPROVED
- 4.3 Review and approval of Resolution SMCEL 21-11 ratifying the Chief Financial Officer's binding of the SMCEL-JPA's Fiscal Year 2022 Public Officials Liability Insurance renewal and approving a cost of not to exceed \$12,843 for a term not more than 12 months. APPROVED

Director Aguirre MOVED to approve the consent agenda. Vice Chair Medina SECONDED. Roll call was taken. **MOTION CARRIED 6-0-0**

REGULAR AGENDA

- 5.1 Review and approval of Biennial update to Conflict of Interest Code for the San Mateo County Express Lanes Joint Powers Authority. ACTION p.

Tim Fox, Legal Counsel described the action requested of the Biennial update to Conflict of Interest Code for the San Mateo County Express Lanes Joint Powers Authority and begin making its biennial reviews on an even-numbered year cycle starting in 2022.

Director Aguirre MOVED to approve item 5.1. Director Derwin SECONDED. Roll call was taken. **MOTION CARRIED 6-0-0**

6.0 REPORTS

Chairperson Report.

Chair Papan reported out on the request that was made to the TA to earmark the equity enhancement fee. The TA Board has directed their staff to meet with the C/CAG staff about other funding that might be available for equity. Both TA and C/CAG staff has met and there might be an opportunity to allocate some funding now and in the future, there may be a grant process to go through for additional funding for equity.

Member Communication.

Director Beach thanked the Chairs report and appreciated the robust discussion from staff and legal counsel in trying to find the best and appropriate ways to find TA funds to support equity.

Executive Council Report - Executive Council Verbal Report.

Carter Mau reported out that after he and April met with Sandy and Sean, they had then reported back to the TA Board last week and the TA Board has given additional suggestions on ways to fund the program and will reconvene with Sandy and Sean. He has also congratulated Sandy Wong on her retirement.

Sandy Wong thanked the Board Directors for the opportunity to serve as the Executive Council for the San Mateo County Express Lanes Joint Powers Authority. She has also announced that the C/CAG Board has executed the employment contract for Sean Charpentier as the new Executive Director for C/CAG effective August 1, 2021.

Chair Papan has thanked Sean Charpentier for his new role as Executive Director for C/CAG. She has also thanked Sandy Wong for all her dedicated service and noted that the precision and the creativity which she operates is truly impressive.

Director

Policy/Program Manager Report.

Matthew Click gave a brief update on equity program implementation. The PPM had five external meetings with BAIFA and BATA on Fastrak start, Clipper start, means based toll pilot, preloaded transponders. Trying to work through the implementation challenges. Had three internal workshops. Also met internally with legal and financial to get input and guidelines and had a final workshop with JPA staff, administration, communication and, marketing. Next up is to host a meeting with Executive Councils to run this through for refinements and bring back to the Board in September with a proposal.

Other Comments

Lenka from Caltrans wanted to thank Sandy for her friendship and all her hard work and services.

Director Beach thanked Sandy and appreciated her hard work and incredible dedication to C/CAG and the County and having the joy and opportunity to work with her.

Director Horsley thanked Sandy for her persistent leadership. A collaborative and thoughtful person who sets the tone. He's wished her the best.

WRITTEN COMMUNICATIONS

None.

NEXT REGULAR MEETING

August 13, 2021

ADJOURNMENT