



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

**Thursday, August 4, 2022; 1:00 PM**

Chairperson: John Hidahl, County of El Dorado Supervisor, District I  
Vice Chairperson: Jackie Neau, City of Placerville Councilmember  
Lori Parlin, County of El Dorado Supervisor, District IV  
Kara Taylor, City of Placerville Councilmember  
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

*These meetings will be conducted pursuant to the provisions of Assembly Bill 361 which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures are in effect when a state of emergency is issued or remains active.*

Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto:mwilcher@eldoradotransit.com) up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

If you are joining the meeting via computer and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. The board secretary will call you by the last three digits of your phone number when it is your turn to comment.

### **Participate by Computer:**

<https://us02web.zoom.us/j/82578749339?pwd=UUUpzTDJKUGcxdnJoV2pJbDJhbnZLUT09>

### **Participate by Phone:**

1-669-900-6833

**Meeting ID: 825 7874 9339**

**Passcode: 2022**

## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

## **OPEN FORUM**

At this time, any person may comment on any item that is not on the agenda. Please state your name and address for the records. Action will not be taken on any item that is not on the agenda. Please limit your comments to no more than three (3) minutes. Please give any written material presented at the meeting to the clerk for public record.

<b>1.</b>	<b><u>CONSENT CALENDAR</u></b>	<b><u>PAGE</u></b>
	A. Approve Conformed Minutes of Regular Meeting June 2, 2022 Approve Conformed Minutes of Special Meeting July 14, 2022	4
	B. Receive and File May and June 2022 Check Registers	12
	C. Receive and File May and June 2022 Ridership Report	18
	D. Adopt Resolution No. 22-23 regarding the Remote Public Meeting Provisions of Assembly Bill 361	22
	E. Adopt Resolution No. 22-18 adopting the El Dorado County Transit Authority Equal Employment Opportunity Program (EEOP)	26
	F. 1. Adopt Resolution No. 22-19 approving the Memorandum of Understanding and Authorizing participation in the designated Special District Risk Management Authority Health Benefits Coverages  2. Authorize the Executive Director to sign and execute the program participation agreement	50
	G. 1. Adopt Resolution No. 22-21 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Grant Program  2. Adopt Resolution No. 22-22 Authorizing the California State of Good Repair Project List  3. Approve Capital Improvement Project 23-02 for Bus Parking Lot Rehabilitation	64

<b>2.</b>	<b><u>ACTION ITEMS</u></b>	<b><u>PAGE</u></b>
	None	

<b>3.</b>	<b><u>INFORMATION ITEMS</u></b>	
	A. 2022 Fair Shuttle Ridership	69
	B. Newsletter July through September 2022	71

**EXECUTIVE DIRECTOR REPORT \***

**BOARD MEMBER COMMENTS \***

**RECESS TO CLOSED SESSION**

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented Regular Management Employees of the El Dorado County Transit Authority. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**ADJOURNMENT**

\* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING  
OF THE EL DORADO COUNTY TRANSIT AUTHORITY  
Thursday, September 1, 2022 1:00 P.M.

**Zoom Meeting Teleconference**

<https://us02web.zoom.us/j/82578749339?pwd=UUpzTDJKUGcxdnJoV2pJbDJhbnZLUT09>

1-669-900-6833  
**Meeting ID:** 825 7874 9339  
**Password:** 2022



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, June 2, 2022; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I  
Vice Chairperson: Jackie Neau, City of Placerville Councilmember  
Lori Parlin, County of El Dorado Supervisor, District IV  
Kara Taylor, City of Placerville Councilmember  
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

*These meetings will be conducted pursuant to the provisions of Assembly Bill 361 which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures are in effect when a state of emergency is issued or remains active.*

Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto:mwilcher@eldoradotransit.com) up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

If you are joining the meeting via computer and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. The board secretary will call you by the last three digits of your phone number when it is your turn to comment.

### **Participate by Computer:**

<https://us02web.zoom.us/j/82578749339?pwd=UUpzTDJKUGcxdnJoV2pJbDJhbnZLUT09>

### **Participate by Phone:**

1-669-900-6833

**Meeting ID: 825 7874 9339**

**Passcode: 2022**

## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Hidahl called the meeting to order at 1:02 PM and the pledge of allegiance was recited.

## **ROLL CALL**

**Directors Present:** John Hidahl, Jackie Neau, Kara Taylor, George Turnboo  
**Directors Absent:** Lori Parlin

A quorum was present.

## **ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

**M/S:** Neau/Taylor  
**Ayes:** Hidahl, Neau, Taylor, Turnboo  
**Absent:** Parlin

## **OPEN FORUM**

None

### **1. CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting May 5, 2022
- B. Receive and File April 2022 Check Registers
- C. Receive and File April 2022 Ridership Report
- D. Approve Charter Rate of \$245.00 per hour for Fiscal Year 2022/23
- E.
  - 1. Approve Purchase Order 28003 issued to the California Transit Indemnity Pool in the amount of \$386,256 for Liability Insurance
  - 2. Approve Purchase Order 28004 issued to the California Transit Indemnity Pool in the amount of \$26,507 for Physical Damage Insurance
  - 3. Approve Purchase Order 28002 issued to the California Transit Indemnity Pool in the amount of \$24,000 for Employment Practices Liability Insurance

4. Approve Purchase Order 28024 issued to the Special District Risk Management Authority in the amount of \$248,892.69 for Workers' Compensation Insurance
- F.
  1. Accept Actuarial Valuation of Other Post-Employee Benefit Program for fiscal years ending June 30, 2022, June 30, 2023, and June 30, 2024
  2. Adopt Resolution No. 22-14 approving the pre-fund amount in the California Employer's Retiree Benefit Trust Program (CERBT)
  3. Authorize Executive Director to execute all documents necessary for continued participation

2. **ACTION ITEMS**

**TIMED ITEM 1:05 PM**

- A.
  1. Public Hearing to Adopt Resolution No. 22-15 Finalizing the Operating Budget for Fiscal Year 2022/23
  2. Adopt Resolution No. 22-16 Approving the Fiscal Year 2022/23 Allocation Table
  3. Adopt Fiscal Year 2022/23 Organizational Chart

**Action: Chair Hidahl opened the Public Hearing to accept public comment on the proposed final Operating Budget for Fiscal Year 2022/23. There was no public comment on this item.**

**M/S: Taylor/Neau**  
**Ayes: Hidahl, Neau, Taylor, Turnboo**  
**Absent: Parlin**

**TIMED ITEM 1:06 PM**

- B. Public Hearing to Adopt Resolution No. 22-17 Finalizing the Fiscal Year 2022/23 Capital Improvement Plan and Capital Budget

**Action: Chair Hidahl opened the Public Hearing to accept public comment on the proposed final Capital Improvement Plan and Capital Budget for Fiscal Year 2022/23. There was no public comment on this item.**

**M/S: Hidahl/Neau**  
**Ayes: Hidahl, Neau, Taylor, Turnboo**  
**Absent: Parlin**

- C.
  1. Approve a partnership between El Dorado County Transit Authority and Pacific Gas and Electric Company (PG&E) to provide accessible transportation during emergency outage events

2. Authorize the Executive Director to execute all documents necessary to enter into an Accessible Transportation Resource Partnership Agreement with PG&E, pending final review and approval by legal counsel

**Action: Item approved unanimously as requested by staff**

**M/S: Neau/Turnboo**  
**Ayes: Hidahl, Neau, Taylor, Turnboo**  
**Absent: Parlin**

**D. 1.** Approve the draft agreement between EL Dorado County Transit Authority and ALTA California Regional Center (ACRC) for client transportation to Motherlode Rehabilitation Enterprises, Inc.

2. Authorize the Executive Director to negotiate final reimbursement rates and execute all documents necessary to continue the ACRC Agreement for client transportation

**Action: Item approved unanimously as requested by staff**

**M/S: Hidahl/Neau**  
**Ayes: Hidahl, Neau, Taylor, Turnboo**  
**Absent: Parlin**

**Written Comments Submitted: S. Davies**

### **3. INFORMATION ITEMS**

**A. 2022 El Dorado County Fair Shuttle Flyer**

#### **EXECUTIVE DIRECTOR REPORT \***

#### **BOARD MEMBER COMMENTS \***

#### **RECESS TO CLOSED SESSION**

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Closed Personnel Session Pursuant to Government Code Section 54954.5 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Executive Director

**Recessed to Closed Session at 1:48 PM**

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**Reconvened to Open Session at 2:22 PM.**

**Report out: Board voted unanimously to conclude the Executive Director evaluation.**

**ADJOURNMENT**

**Chair Hidahl adjourned the meeting at 2:22 PM. The next regularly scheduled meeting Thursday, August 4, 2022.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

**\* Verbal Report**





# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS SPECIAL MEETING CONFORMED MINUTES Thursday, July 14, 2022; 3:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I  
Vice Chairperson: Jackie Neau, City of Placerville Councilmember  
Lori Parlin, County of El Dorado Supervisor, District IV  
Kara Taylor, City of Placerville Councilmember  
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

*These meetings will be conducted pursuant to the provisions of Assembly Bill 361 which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures are in effect when a state of emergency is issued or remains active.*

Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto:mwilcher@eldoradotransit.com) up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

If you are joining the meeting via computer and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. The board secretary will call you by the last three digits of your phone number when it is your turn to comment.

### **Participate by Computer:**

<https://us02web.zoom.us/j/82690817567?pwd=L280VUpjY2pld09hbDJOM1ZlV0RwZz09>

### **Participate by Phone:**

1-669-900-6833

**Meeting ID:** 826 9081 7567

**Passcode:** 2022

## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Hidahl called the meeting to order at 3:00 PM and the pledge of allegiance was recited.

## **ROLL CALL**

**Directors Present:** John Hidahl, Lori Parlin, George Turnboo

**Directors Absent:** Jackie Neau, Kara Taylor

A quorum was present.

## **PUBLIC COMMENT**

None

## **ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

**M/S:** Parlin/Turnboo

**Ayes:** Hidahl, Parlin, Turnboo

**Absent:** Neau, Taylor

### **1. CONSENT CALENDAR**

- A. Adopt Resolution No. 22-20 regarding the Remote Public Meeting Provisions of Assembly Bill 361

## **RECESS TO CLOSED SESSION**

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

**Recessed to Closed Session at 3:03 PM**

## **RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**Reconvened to Open Session at 3:21 PM.**

**No report out.**

**ADJOURNMENT**

**Chair Hidahl adjourned the meeting at 3:21 PM. The next regularly scheduled meeting Thursday, August 4, 2022.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

AGENDA ITEM 1B  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Receive and File May and June 2022 Check Registers

**REQUESTED ACTION:**  
**BY MOTION,**

**Receive and File May and June 2022 Check Registers**

**BACKGROUND**

The following check registers include routine transactions for the months of May and June 2022. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

**DISCUSSION**

Eight (8) items merit further detail:

Check #36591 – Gallagher Benefit Services, Inc.....\$5,775.00  
This check pays an obligation for a portion of the Compensation and Benefit Study using Local Transportation Funds (LTF).

EFT TRANS; 05/06/2022 – Public Employers’ Retirement System.....\$100,000.00  
This EFT Transfer pays an obligation for participation in the California Employers’ Pension Prefunding 115 Trust (CEPPT) Strategy 1, to prefund employer contributions to defined benefit pension systems approved at the regular Board meeting of May 5, 2020; Consent Item 1G.1. using Local Transportation Funds (LTF).

EFT TRANS; 05/06/2022 – Public Employers’ Retirement System.....\$100,000.00  
This EFT Transfer pays an obligation for participation in the California Employers’ Pension Prefunding 115 Trust (CEPPT) Strategy 2, to prefund employer contributions to defined benefit pension systems approved at the regular Board meeting of May 5, 2022; Consent Item 1G.1. using Local Transportation Funds (LTF).

Check #36681 – MacLeod Watts Inc.....\$5,900.00  
This warrant pays the obligation for development of the Biannual Actuarial Valuation for Other-Post Retirement Benefits (OPEB) using Transportation Development Funds (LTF).

EFT TRANS; 06/09/2022 – Public Employers’ Retirement System.....\$117,359.00  
This transfer pays an obligation for an Additional Contribution towards Annual Unfunded Liability for CLASSIC Employees for fiscal year (FY) 2021/22 using Local Transportation Funds (LTF). Approved at the regular Board meeting of May 5, 2022; Consent Item 1G.2.

EFT TRANS; 06/09/2022 – Public Employers’ Retirement System.....\$11,520.00  
This transfer pays an obligation for an Additional Contribution towards Annual Unfunded Liability for PEPRA Employees for fiscal year (FY) 2021/22 using Local Transportation Funds (LTF). Approved at the regular Board meeting of May 5, 2022; Consent Item 1G.3.

EFT TRANS; 06/09/2022 – Public Employers’ Retirement System.....\$52,515.00  
This EFT Transfer pays an obligation for the Unfunded Liability for Other Post-Employment Benefits (OPEB) for unrepresented employees covering fiscal year 2021/22 using Local Transportation Funds (LTF).

Check #36721 – Gallagher Benefit Services, Inc.....\$5,692.50  
This check pays an obligation for a portion of the Compensation and Benefit Study using Local Transportation Funds (LTF).

# EL DORADO COUNTY TRANSIT AUTHORITY

## Check Register

May through June 2022

Date	Num	Name	Memo	Amount
05/02/2022	EFTTRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - May 2022	39,656.76
05/05/2022	36564	ADM SCREENING	Consortium Services March 2022	1,220.00
05/05/2022	36565	AFLAC	Employee Paid Premiums - April 2022	1,191.18
05/05/2022	36566	ALPHA ANALYTICAL LABORATORIES INC	Storm Water Testing	336.00
05/05/2022	36567	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - May 2022	29.10
05/05/2022	36568	ARNOLDS FOR AWARDS INC	EOM Name Plate - May 2022	17.00
05/05/2022	36569	AT&T	Monthly Central Billing	502.22
05/05/2022	36570	AT&T MOBILITY	Wireless Camera Service April 2022	188.72
05/05/2022	36571	AUTOZONE INC	Parts & Supplies	535.78
05/05/2022	36572	CAL.NET	CCTV Camera Service May 2022	176.92
05/05/2022	36573	CAPITOL CLUTCH & BRAKE INC	Cartridges #1005	368.66
05/05/2022	36574	COMCAST	Hi Speed Internet April 2022	250.30
05/05/2022	36575	D&K AUTO GLASS	Parts & Supplies	300.00
05/05/2022	36576	DAWSON OIL	Fuel Purchases April 2022	53,079.75
05/05/2022	36577	DIGITAL DEPLOYMENT INC	Office Supplies	240.00
05/05/2022	36578	EDC HHSA-PUBLIC HEALTH DIVISION	TB Testing March 2022	236.87
05/05/2022	36579	EDC SHERIFF'S OFFICE	Repeater Test & Maintenance	649.20
05/05/2022	36580	EDCTC	Federal Advocacy Contract 2122-Q3	1,625.00
05/05/2022	36581	EL DORADO IRRIGATION DISTRICT	Monthly Water Service FORNI/RL	177.46
05/05/2022	36582	EMP. MISC. REIMBURSEMENT	DMV Fee Reimbursement	86.96
05/05/2022	36583	EMP. MISC. REIMBURSEMENT	Mileage, Meals, Transportation Reimb. CalAct Conf.	151.52
05/05/2022	36584	EMP. MISC. REIMBURSEMENT	Reimb. for Sac Scrip Book	100.00
05/05/2022	36585	EMP. MISC. REIMBURSEMENT	DMV Permit Reimbursement	85.00
05/05/2022	36586	EMP. MISC. REIMBURSEMENT	Mileage Reimb. & Hiring Event Supplies	82.01
05/05/2022	36587	EMP. MISC. REIMBURSEMENT	DMV Permit Reimbursement	85.00
05/05/2022	36588	FASTENAL	First Aid Supplies	200.14
05/05/2022	36589	FOLSOM LAKE DODGE	Manifold #1501	842.74
05/05/2022	36590	FRANCOTYP POSTALIA INC.	Postbase Meter Rental	93.15
05/05/2022	36591	GALLAGHER BENEFIT SERVICES INC	Survey Data Collection & Analysis	5,775.00
05/05/2022	36592	GILLIG LLC	Parts & Supplies	4,705.97
05/05/2022	36593	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service April 2022	300.00
05/05/2022	36594	GWP HOLDINGS LLC	Parts & Supplies	4,992.41
05/05/2022	36595	HANGTOWN FIRE CONTROL INC	Annual Fire Extinguisher Service	2,092.03
05/05/2022	36596	HR UNLIMITED INC	VOID: 2022 AAP Deposit (50% of Total Fee)	0.00
05/05/2022	36597	HUNT & SONS INC	Fuel Purchase 04/01/22 - 04/30/22	1,306.70
05/05/2022	36598	IMAGE SOURCE	Monthly Copy Charges 04/22/22 - 05/21/22	483.78
05/05/2022	36599	IMPERIAL PRINTING	Decals for Buses & Vans	3,723.80
05/05/2022	36600	KIMBALL MIDWEST	Shop Supplies	387.85
05/05/2022	36601	LANGUAGE LINE SERVICES INC	Over the Phone Interpretation	25.00
05/05/2022	36602	MAG LANDSCAPING INC	Landscaping Maintenance - May 2022	1,175.00
05/05/2022	36603	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	525.78
05/05/2022	36604	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation	2,825.00
05/05/2022	36605	O'REILLY AUTO PARTS	Parts & Supplies	209.02
05/05/2022	36606	OPERATING ENGINEERS PUBLIC & MISC	June 2022 Medical Premiums	39,576.00
05/05/2022	36607	PACIFIC GAS & ELECTRIC	Monthly Utilities	765.23
05/05/2022	36608	PACIFIC MATERIAL HANDLING SOLUTIONS	PM Service - Forklift, Genie Lift, Scrubber	606.42
05/05/2022	36609	QUILL LLC	Office Supplies	155.44
05/05/2022	36610	ROBERTS & COMPANY INC	CPA Services April 2022	1,050.00
05/05/2022	36611	RON DUPRATT FORD	Pad Set #1805	832.27

# EL DORADO COUNTY TRANSIT AUTHORITY

## Check Register

May through June 2022

Date	Num	Name	Memo	Amount
05/05/2022	36612	RTS IT INC	ITCare Gold Service Plan May 2022	4,985.00
05/05/2022	36613	SAFETY-KLEEN SYSTEMS INC	Used Oil Disposal	56.00
05/05/2022	36614	STATE OF CA - DEPT OF JUSTICE	Livescan Fingerprinting March 2022	343.00
05/05/2022	36615	SUN LIFE FINANCIAL	VOID: 907727	0.00
05/05/2022	36616	THE AFTERMARKET PARTS CO LLC	Parts & Supplies	2,901.39
05/05/2022	36617	TOWN CENTER EAST LP	Lease Payment for May 2022 P&R	700.00
05/05/2022	36618	TRUE VALUE HARDWARE	Parts & Supplies	67.24
05/05/2022	36619	VAN DE POL ENTERPRISES INC	Tote DEF	1,482.95
05/05/2022	36620	WESTERN SUPPLY INC	Equal Balance Bags	299.23
05/05/2022	36621	XEROX FINANCIAL SERVICES	Lease on Copiers	509.44
05/05/2022	36624	EL DORADO DISPOSAL SERVICE	Disposal Service 04/22	381.19
05/05/2022	36625	EMP. MISC. REIMBURSEMENT	DMV PERMIT REIMBURSEMENT	39.00
05/05/2022	36626	SUN LIFE FINANCIAL	May 2022 Group Life & LTD Benefits	2,803.87
05/05/2022	36627	WASTE CONNECTIONS OF CA INC	Clean Wood Disposal	41.19
05/06/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	CEPPT 115 Pension Trust - Strategy 1	100,000.00
05/06/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	CEPPT 115 Pension Trust - Strategy 2	100,000.00
05/13/2022	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAY 13, 2022	4,671.52
05/13/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 CLASSIC	8,538.18
05/13/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #10 PEPRA	8,625.23
05/19/2022	36628	49ER LIVE SCAN	Live Scan Fingerprinting	42.00
05/19/2022	36629	ADM SCREENING	Consortium Services April 2022	735.00
05/19/2022	36630	AFLAC	Employee Paid Premiums - May 2022	686.32
05/19/2022	36631	AT&T	Monthly Utilities	430.66
05/19/2022	36632	CDW GOVERNMENT	Intuit QuickBooks Premium Plus	960.52
05/19/2022	36633	CITY OF PLACERVILLE	Live Scan RM	20.00
05/19/2022	36634	DAWSON OIL	DEF Bulk	998.13
05/19/2022	36635	EDC HHSA-PUBLIC HEALTH DIVISION	TB Evaluations	206.87
05/19/2022	36636	EDC RISK MANAGEMENT	Health Insurance May 2022	2,643.27
05/19/2022	36637	EDWARDS, STEVENS & TUCKER LLP	General Legal Services April 2022	994.50
05/19/2022	36638	EL DORADO IRRIGATION DISTRICT	Water Service	1,630.82
05/19/2022	36639	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges Q1 2022	1,093.99
05/19/2022	36640	HUNT & SONS INC	Fuel Purchases 05/01/22 - 05/15/22	149.35
05/19/2022	36641	J.C. NELSON SUPPLY CO	Janitorial Supplies	408.05
05/19/2022	36642	KINETICO WATER OF PLACERVILLE	Drinking Water May 2022	42.90
05/19/2022	36643	MOUNTAIN DEMOCRAT INC	Public Notice - Final Budgets	63.00
05/19/2022	36644	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation (8 Vehicles)	1,150.00
05/19/2022	36645	OPERATING ENGINEERS LOCAL UNION #3	Union Dues May 2022	1,026.00
05/19/2022	36646	PACIFIC GAS & ELECTRIC	Electric Service 05/22	2,624.57
05/19/2022	36647	QUILL LLC	Office Supplies	339.91
05/19/2022	36648	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums June 2022	4,499.90
05/19/2022	36649	STATE OF CA - DEPT OF JUSTICE	Livescan Fingerprinting April 2022	196.00
05/19/2022	36650	UMPQUA BANK	Reconciled Visa Charges	2,850.64
05/19/2022	36651	VERIZON WIRELESS	Cellular Service April 2022	1,824.98
05/27/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 CLASSIC	8,393.92
05/27/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #11 PEPRA	8,469.13
05/31/2022	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE MAY 27, 2022	4,177.40
06/01/2022	EFTTRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - June 2022	45,383.99
06/03/2022	36652	4IMPRINT INC	Swag Items for EDC Fair Booth	2,183.08
06/03/2022	36653	ACCESS SYSTEMS INC	On-Site Velocity Trouble-Shooting	280.00
06/03/2022	36654	ALPHA ANALYTICAL LABORATORIES INC	Storm Water Testing	336.00

# EL DORADO COUNTY TRANSIT AUTHORITY

## Check Register

May through June 2022

Date	Num	Name	Memo	Amount
06/03/2022	36655	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - June 2022	29.10
06/03/2022	36656	ARNOLDS FOR AWARDS INC	EOM Plate Engraving (2 Months)	34.00
06/03/2022	36657	AT&T	Monthly Utilities	500.10
06/03/2022	36658	AT&T MOBILITY	Wireless Camera Service May 2022	186.12
06/03/2022	36659	AUTOZONE INC	Parts & Supplies	186.51
06/03/2022	36660	CAL.NET	June 2022 Camera Service	176.92
06/03/2022	36661	CAPITOL CLUTCH & BRAKE INC	Parts & Supplies	495.02
06/03/2022	36662	COMCAST	Hi Speed Internet May 2022	250.30
06/03/2022	36663	D&K AUTO GLASS	Parts & Supplies	300.00
06/03/2022	36664	DAWSON OIL	Fuel Purchases - May 2022	57,914.27
06/03/2022	36665	DIGITAL DEPLOYMENT INC	Employee Intranet Service June 2022	240.00
06/03/2022	36666	EL DORADO BATTERY CO	Group 65 Batteries #1901	316.66
06/03/2022	36667	EL DORADO DISPOSAL SERVICE	Disposal Service 05/22	381.19
06/03/2022	36668	EMP. MISC. REIMBURSEMENT	CCJPA Quarterly Meeting Lunch	106.93
06/03/2022	36669	FACTORY MOTOR PARTS	Parts & Supplies	186.78
06/03/2022	36670	FASTENAL	Parts & Supplies	440.38
06/03/2022	36671	FLEMING DISTRIBUTING CO.	Additives PM Services	216.48
06/03/2022	36672	FOLSOM LAKE DODGE	Parts & Supplies	1,091.97
06/03/2022	36673	GCR TIRES & SERVICE	Tires #'s 1801 & 1804	3,774.18
06/03/2022	36674	GILLIG LLC	Parts & Supplies	2,461.16
06/03/2022	36675	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service May 2022	300.00
06/03/2022	36676	GWP HOLDINGS LLC	Parts & Supplies	2,002.52
06/03/2022	36677	HANGTOWN FIRE CONTROL INC	Fire Extinguisher Repairs	707.31
06/03/2022	36678	IMAGE SOURCE	Monthly Copy Charges 05/22/22 - 06/21/22	392.51
06/03/2022	36679	JANI-KING OF CALIFORNIA INC - SACRAMENTO	Janitorial Services May-June 2022	2,023.08
06/03/2022	36680	KIMBALL MIDWEST	Shop Supplies	82.32
06/03/2022	36681	MACLEOD WATTS INC	Actuarial Valuation of OPEB FY 21-22	5,900.00
06/03/2022	36682	MAG LANDSCAPING INC	Landscaping Maintenance - May 2022	1,925.00
06/03/2022	36683	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	568.06
06/03/2022	36684	NAPA AUTO PARTS	Parts & Supplies	99.26
06/03/2022	36685	O'REILLY AUTO PARTS	Parts & Supplies	883.70
06/03/2022	36686	OPERATING ENGINEERS PUBLIC & MISC	Health Coverage July 2022	36,897.00
06/03/2022	36687	PACIFIC GAS & ELECTRIC	Electric Service 05/22	666.23
06/03/2022	36688	PEST CONTROL CENTER INC	Pest Control Service	65.00
06/03/2022	36689	PETTY CASH	Petty Cash Reimbursement	84.85
06/03/2022	36690	QUILL LLC	Office Supplies	655.08
06/03/2022	36691	ROBERTS & COMPANY INC	CPA Services - May 2022	385.00
06/03/2022	36692	RON DUPRATT FORD	Parts & Supplies	151.55
06/03/2022	36693	RTS IT INC	Server Mitigation to Exchange 2016	9,885.00
06/03/2022	36694	SAFETY-KLEEN SYSTEMS INC	Disposal of Oily Solids & Used Oil Filters	1,307.16
06/03/2022	36695	SUN LIFE FINANCIAL	June 2022 Group Life & LTD Benefits	2,780.37
06/03/2022	36696	THE AFTERMARKET PARTS CO LLC	Parts & Supplies	4,861.43
06/03/2022	36697	TOWN CENTER EAST LP	Lease Payment for June 2022 P&R	700.00
06/03/2022	36698	TRUE VALUE HARDWARE	Parts & Supplies	213.37
06/03/2022	36699	UNITED TEXTILE	Sock Booms for Storm Drains	230.59
06/03/2022	36700	UPS	Freight Charges	54.80
06/03/2022	36701	VAN DE POL ENTERPRISES INC	Tote DEF & Gear Oil	1,343.15
06/03/2022	36702	VERIZON WIRELESS	Cellular Service May 2022	1,824.61
06/03/2022	36703	XEROX FINANCIAL SERVICES	Lease on Copiers	509.44
06/03/2022	36704	ZEP MANUFACTURING CO.	Bus Cleaning Supplies	351.31



# EL DORADO COUNTY TRANSIT AUTHORITY

## Check Register

May through June 2022

Date	Num	Name	Memo	Amount
06/03/2022	36705	HUNT & SONS INC	Fuel Purchases 05/16/22 - 05/31/22	276.63
06/09/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Additional Unfunded Liability Contribution - Classic	117,359.00
06/09/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Additional Unfunded Liability Contribution - PEPRA	11,520.00
06/09/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	CERBT OPEB - Strategy 1	52,515.00
06/10/2022	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JUNE 10, 2022	4,014.37
06/10/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 CLASSIC	8,099.31
06/10/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 PEPRA	8,175.93
06/16/2022	36706	ACC BUSINESS	Fiber Internet Service May 2022	181.04
06/16/2022	36707	ADM SCREENING	Consortium Services May 2022	610.00
06/16/2022	36708	AFLAC	Employee Paid Premiums - June 2022	686.32
06/16/2022	36709	AT&T	Monthly Central Billing	430.66
06/16/2022	36710	CALIFORNIA CUSTOM TEE'S	EDC Fair Booth T-Shirts	402.19
06/16/2022	36711	CALIFORNIA STEAM INC	PM Service on Water Maze	963.21
06/16/2022	36712	CITY OF PLACERVILLE	Livescan Fee May 2022	20.00
06/16/2022	36713	DIAMOND SPRINGS PRINTING & GRAPHICS	"We're Hiring" Post Cards	160.88
06/16/2022	36714	EDC HHSA-PUBLIC HEALTH DIVISION	Pre-Employment TB Evaluations	108.00
06/16/2022	36715	EDC RISK MANAGEMENT	Health Insurance June 2022	2,643.27
06/16/2022	36716	EDWARDS, STEVENS & TUCKER LLP	General Legal Services May 2022	3,484.50
06/16/2022	36717	EL DOB ENTERPRISES LLC	Parts & Supplies	12,029.11
06/16/2022	36718	EL DORADO IRRIGATION DISTRICT	Water Service 05/22	114.00
06/16/2022	36719	EMP. MISC. REIMBURSEMENT	VOID: DMV & VTT Reimbursement	0.00
06/16/2022	36720	FLEMING DISTRIBUTING CO.	Additives PM Services	206.56
06/16/2022	36721	GALLAGHER BENEFIT SERVICES INC	Data Collection & Analysis for Benefit Study	5,692.50
06/16/2022	36722	KINETICO WATER OF PLACERVILLE	Drinking Water Service June 2022	42.90
06/16/2022	36723	LANGUAGE LINE SERVICES INC	Over the Phone Interpretation	3.75
06/16/2022	36724	MOUNTAIN DEMOCRAT INC	Advertising for Transit Dispatcher	1,000.00
06/16/2022	36725	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation (15 Vehicles)	1,750.00
06/16/2022	36726	OPERATING ENGINEERS LOCAL UNION #3	Union Dues June 2022	1,026.00
06/16/2022	36727	PACIFIC GAS & ELECTRIC	Electric Service 06/22	2,380.69
06/16/2022	36728	ROMAINE ELECTRIC	Alternator #1603	657.03
06/16/2022	36729	STATE OF CA - DEPT OF JUSTICE	Livescan Fingerprinting 0522	147.00
06/16/2022	36730	TRILLIUM SOLUTIONS INC	VOID: Web Hosting for FY 22/23	0.00
06/16/2022	36731	UMPQUA BANK	Reconciled Visa Charges	6,228.93
06/16/2022	36732	WASTE CONNECTIONS OF CA INC	Clean Self-Haul Disposal	28.83
				895,400.85
<b>Total</b>				<b>895,400.85</b>

AGENDA ITEM 1C  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022  
**TO:** El Dorado County Transit Authority  
**FROM:** Brian James, Planning and Marketing Manager  
**SUBJECT:** May and June 2022 Ridership Reports

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and File the May and June 2022 Ridership Reports**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) staff typically reports monthly and fiscal year-to-date ridership at each Board meeting.

**DISCUSSION**

El Dorado Transit continues to experience ridership deficits compared to pre-pandemic levels, but ridership is continuing to improve on most services. Increased gas prices may have also had a positive impact on ridership. Systemwide passenger trips were up 25.5% in May and 26.9% in June compared to the previous year.

In May, Demand Response ridership increased by 7.9%, Local Fixed Route ridership increased by 9.6%, and Commuter ridership increased by 170.5%. In June, Demand Response ridership increased by 9.6%, Local Fixed Route ridership increased by 12.9%, and Commuter ridership increased by 134.0%. Commuter ridership improved due to increased Sacramento Commuter ridership, and due to the addition of the Sacramento/Tahoe Connector route.

The May and June 2022 ridership report summaries are attached, comparing the current fiscal year to the previous fiscal year.

# May 2022 Ridership Report

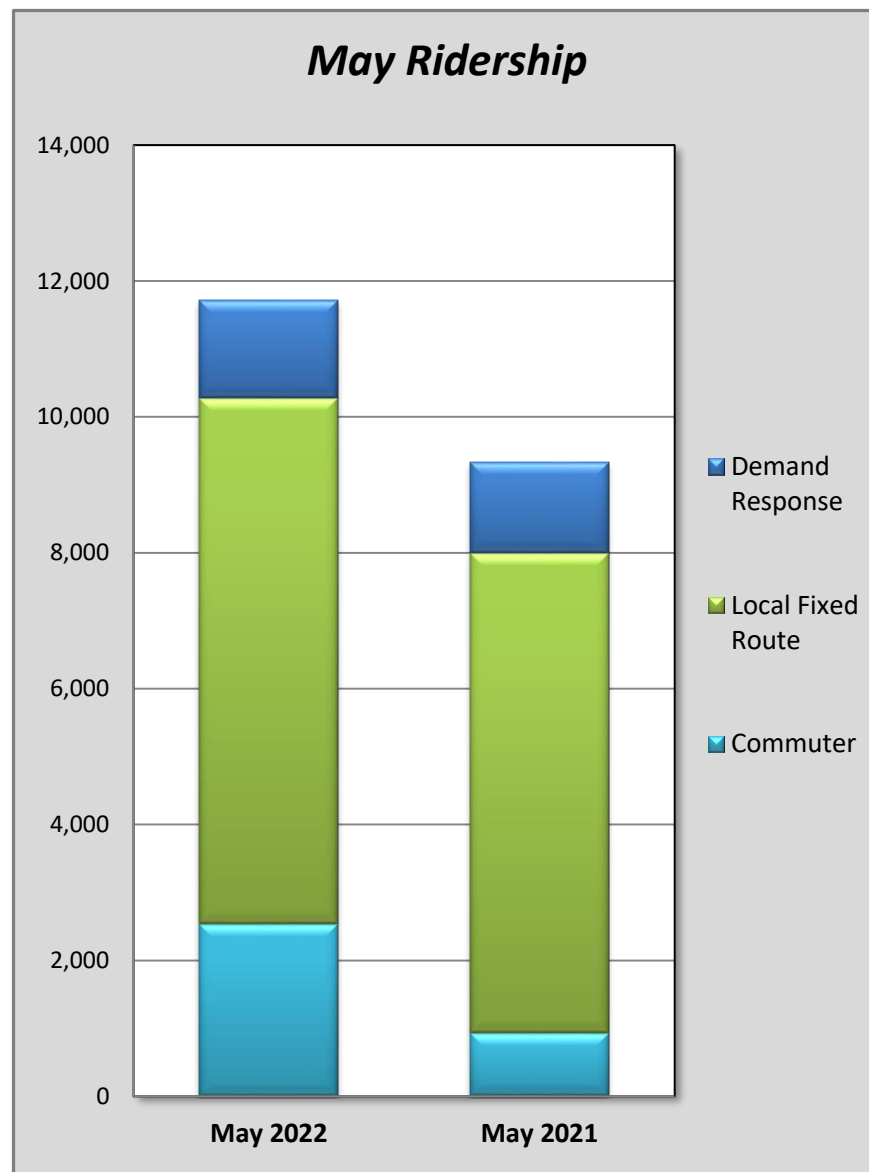


Demand Response	May 2022	May 2021	% Change
Dial-a-Ride	622	617	0.8%
Sac-Med	18	25	-28.0%
ADA Paratransit	238	121	96.7%
M.O.R.E.*	568	577	-1.6%
Senior Day Care*	0	0	0.0%
<b>Total Demand Response</b>	<b>1,446</b>	<b>1,340</b>	<b>7.9%</b>

Local Fixed Route	May 2022	May 2021	% Change
20 - Placerville	1,227	945	29.8%
25 - Saturday Express	0	354	-100.0%
30 - Diamond Springs	923	741	24.6%
35 - Diamond Springs Saturday	0	86	-100.0%
40 - Cameron Park	922	682	35.2%
50x - 50 Express	3,185	2,825	12.7%
60 - Pollock Pines	1,483	1,428	3.9%
<b>Total Local Fixed Route</b>	<b>7,740</b>	<b>7,061</b>	<b>9.6%</b>

Commuter	May 2022	May 2021	% Change
Sacramento Commuter	1,902	897	112.0%
Reverse Commuter	29	39	-25.6%
Sacramento/Tahoe Connector	601	0	100.0%
<b>Total Commuter</b>	<b>2,532</b>	<b>936</b>	<b>170.5%</b>

	May 2022	May 2021	% Change
<b>Systemwide</b>	<b>11,718</b>	<b>9,337</b>	<b>25.5%</b>
Passengers per Revenue Hour	4.4	3.4	28.1%



\*Contracted Services - Ridership Determined by Client Enrollment

# June 2022 Ridership Report

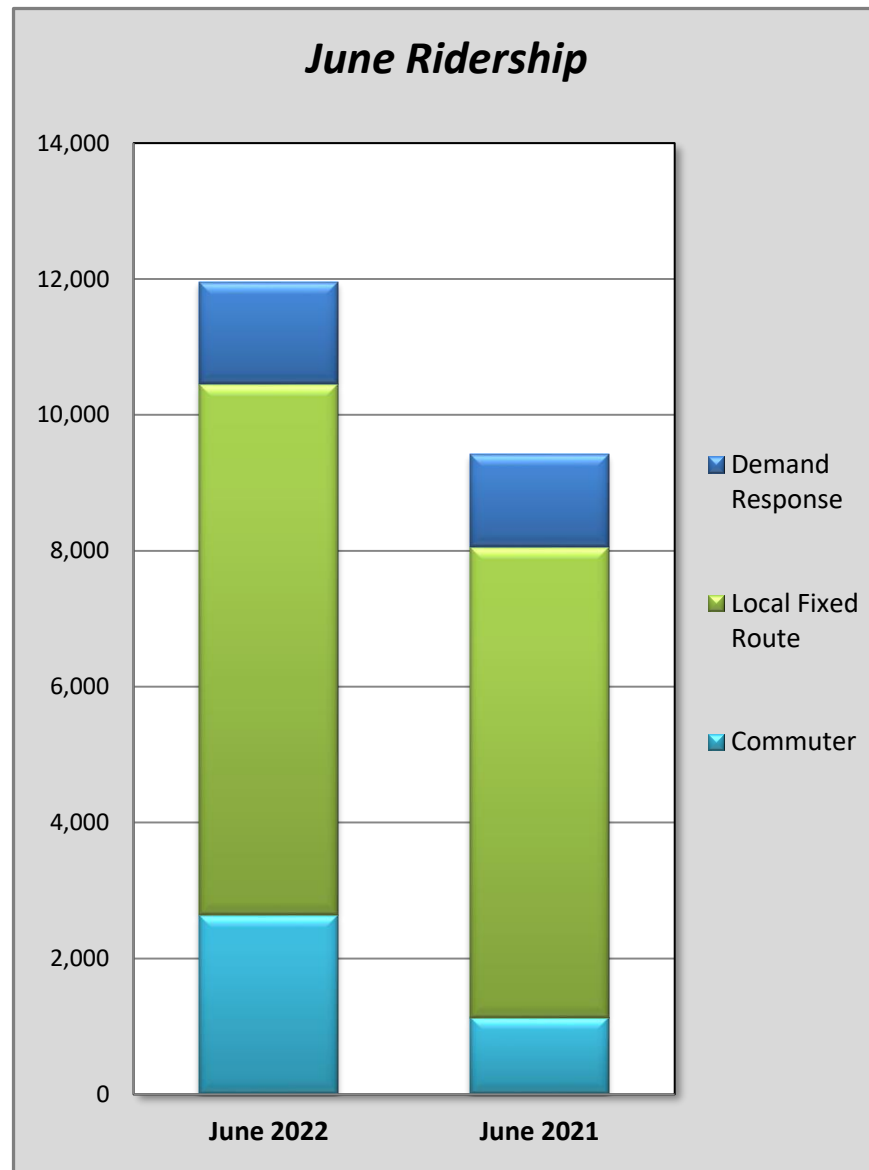


Demand Response	June 2022	June 2021	% Change
Dial-a-Ride	688	608	13.2%
Sac-Med	26	21	23.8%
ADA Paratransit	239	189	26.5%
M.O.R.E.*	554	557	-0.5%
Senior Day Care*	0	0	0.0%
<b>Total Demand Response</b>	<b>1,507</b>	<b>1,375</b>	<b>9.6%</b>

Local Fixed Route	June 2022	June 2021	% Change
20 - Placerville	1,138	1,012	12.5%
25 - Saturday Express	0	245	-100.0%
30 - Diamond Springs	831	655	26.9%
35 - Diamond Springs Saturday	0	73	-100.0%
40 - Cameron Park	1,047	752	39.2%
50x - 50 Express	3,244	2,797	16.0%
60 - Pollock Pines	1,551	1,387	11.8%
<b>Total Local Fixed Route</b>	<b>7,811</b>	<b>6,921</b>	<b>12.9%</b>

Commuter	June 2022	June 2021	% Change
Sacramento Commuter	1,826	1,101	65.8%
Reverse Commuter	27	27	0.0%
Sacramento/Tahoe Connector	786	0	100.0%
<b>Total Commuter</b>	<b>2,639</b>	<b>1,128</b>	<b>134.0%</b>

	June 2022	June 2021	% Change
<b>Systemwide</b>	<b>11,957</b>	<b>9,424</b>	<b>26.9%</b>
Passengers per Revenue Hour	4.3	3.2	33.9%



\*Contracted Services - Ridership Determined by Client Enrollment

# Fiscal Year-to-Date Ridership Report

## July 2021 - June 2022

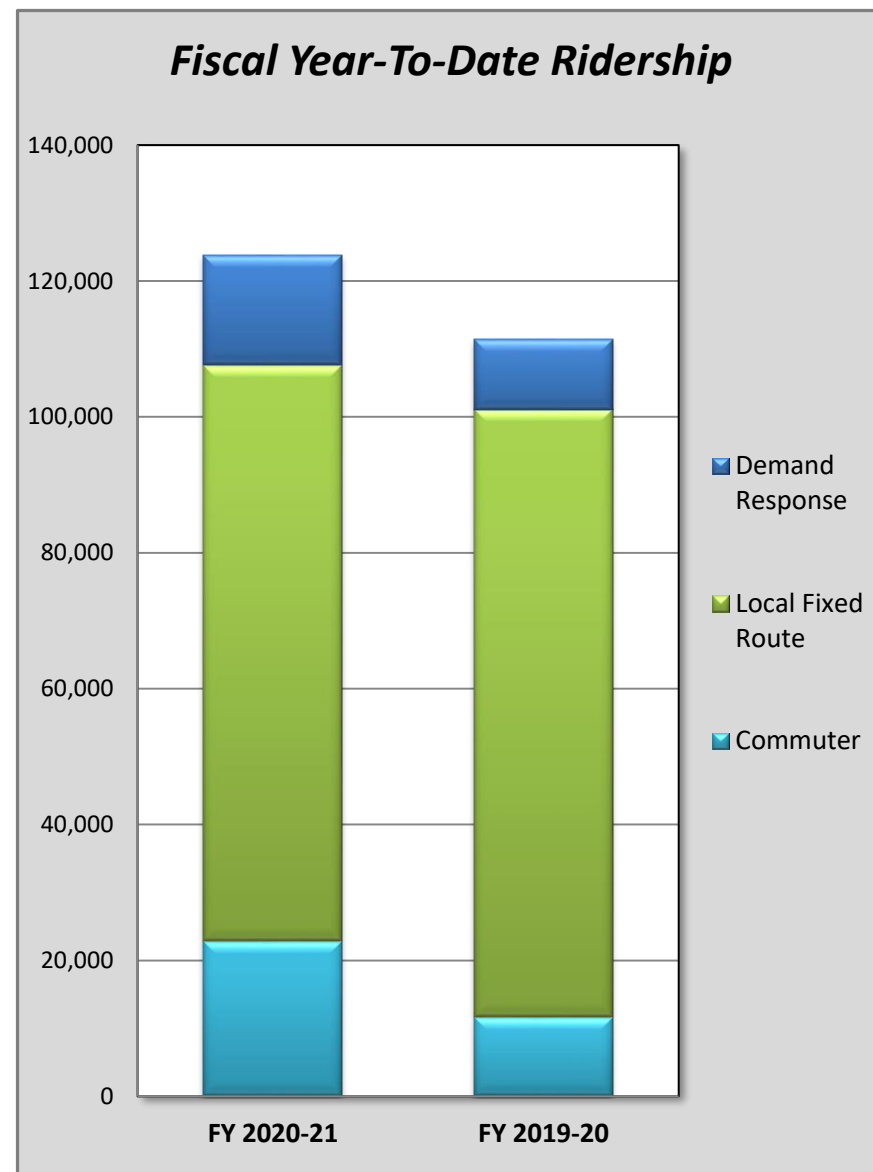


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	6,986	6,258	11.6%
Sac-Med	370	247	49.8%
ADA Paratransit	2,779	1,718	61.8%
M.O.R.E.*	6,097	2,238	172.4%
Senior Day Care*	0	0	0.0%
<b>Total Demand Response</b>	<b>16,232</b>	<b>10,461</b>	<b>55.2%</b>

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	12,540	12,442	0.8%
25 - Saturday Express	2,301	3,516	-34.6%
30 - Diamond Springs	9,644	9,463	1.9%
35 - Diamond Springs Saturday	710	1,003	-29.2%
40 - Cameron Park	10,333	10,246	0.8%
50x - 50 Express	34,407	35,835	-4.0%
60 - Pollock Pines	14,838	16,893	-12.2%
<b>Total Local Fixed Route</b>	<b>84,773</b>	<b>89,398</b>	<b>-5.2%</b>

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	16,085	11,503	39.8%
Reverse Commuter	230	143	60.8%
Sacramento/Tahoe Connector	6,560	0	100.0%
<b>Total Commuter</b>	<b>22,875</b>	<b>11,646</b>	<b>96.4%</b>

	FY 2020-21	FY 2019-20	% Change
<b>Systemwide</b>	<b>123,880</b>	<b>111,505</b>	<b>11.1%</b>
Passengers per Revenue Hour	3.7	3.4	8.5%



\*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1D  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Matthew Mauk, Executive Director

**SUBJECT:** Remote Public Meeting Provisions of Assembly Bill (AB) 361

**REQUESTED ACTION:**  
**BY MOTION,**

**Adoption of Resolution No. 22-23 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom**

**BACKGROUND**

The Ralph M. Brown Act (“the Brown Act”) provides guidance and requirements for public agencies and local governments in California to hold and conduct business at open and public meetings. The Brown Act ensures the public is involved, informed, and active in the decisions and discussions of local, regional, and state governance. The El Dorado County Transit Authority (El Dorado Transit) Board of Director and advisory committee meetings are held to the standards within the Brown Act and are conducted consistent with the requirements therein.

In response to the COVID-19 pandemic, on March 12, 2020, the Governor issued Executive Order No. N-25-20 that waived certain requirements of the Brown Act including:

- the requirement that the notice of each meeting location be provided for those members of the legislative body (board or committee) participating in the meeting
- the requirement that each meeting location be accessible to members of the public
- the requirement that members of the public be able to address the legislative body (board and committee) at each meeting location
- the requirement that agencies post agendas at all meeting locations, and
- the requirement that at least a quorum of the legislative body (board and committee) participate from locations within the boundaries of the territory over which they exercise jurisdiction.

In accordance with these modifications to the Brown Act, El Dorado Transit has been holding meetings virtually over the Zoom meeting platform since the beginning of the pandemic. These modifications to the Brown Act expired on September 30, 2021.

## **DISCUSSION**

To continue the allowance of the Brown Act modifications and to continue allowing virtual meetings to protect health and safety, Governor Newsom signed Assembly Bill (AB) 361 on September 16th. AB 361 extended these modifications through June of 2024, for any State or Local government agency which is under a declared State of Emergency. Assembly Bill 361 permits remote meetings but requires the following:

- agencies may not close public comment periods for written comments in advance of a meeting, but instead only close the comment period at the same time it is closed during a meeting
- that agencies must clearly advertise the means by which the public can observe the meeting and offer comments during the meeting via either a call or internet-based option
- the public must be given an opportunity to comment directly, and
- that in the event of a disruption in the broadcasting of the meeting the legislative body (board or committee) would take no further action until meeting access would be restored to the public.

The provisions of AB 361 regarding remote meetings can only be used in the event there is an active, Governor issued state of emergency under the California Emergency Services Act and a legislative body decides by resolution that there is a need to meet remotely. AB 361 also requires legislative bodies to approve by resolution the decision to meet remotely every 30 days.

Given that the Governor's state of emergency presently remains in effect, staff and El Dorado Transit Legal Counsel recommend adoption of the attached Resolution No. 22-23, formally stating that in person meetings of the El Dorado Transit governing and advisory bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, thus invoking the provisions of AB 361 and allowing virtual public meetings. Unless directed otherwise, staff plans to continue to present an updated version of this resolution to the El Dorado Transit Board of Directors for consideration at each upcoming scheduled monthly meeting while a state of emergency exists.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-23**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE EL DORADO COUNTY TRANSIT AUTHORITY  
REGARDING THE RALPH M. BROWN ACT AND PROVISIONS PROVIDED UNDER AB  
361 TO CONTINUE MEETING VIRTUALLY DURING THE ONGOING COVID-19  
PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM**

**WHEREAS**, On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic which remains in effect; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that permits a legislative body subject to the Brown Act to continue to meet under abbreviated teleconference procedures; and

**WHEREAS**, on September 30, 2021 the El Dorado County Public Health Officer released “Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic” recommending offering a remote option for public meeting attendance to the extent possible and physical distancing, among other recommendations; and

**WHEREAS**, the El Dorado County Transit Authority has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of El Dorado County Transit Authority’s legislative body subject to the Brown Act;

**NOW THEREFORE, BE IT RESOLVED**, by the El Dorado County Transit Authority Board of Directors as follows:

1. The Board has reconsidered the state of emergency proclaimed by the Governor of California in response to the COVID-19 pandemic.
2. State and local public health officials continue to recommend measures to promote social distancing.
3. This finding applies to all the El Dorado County Transit Authority governing and advisory bodies subject to the Brown Act, including but not limited to, the El Dorado County Transit Authority Board of Directors, Transit Advisory Committee, and any other standing



committees.

4. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next regular meeting for the Board of Directors to consider making the findings required by AB 361 in order to continue meeting under its provisions.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board, held on the 4th day of August 2022 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

John Hidahl, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1E  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Maria Harris, Human Resources Manager

**SUBJECT:** El Dorado County Transit Authority Revised Equal Employment Opportunity Program

**REQUESTED ACTION:**

**BY MOTION,**

**Adopt Resolution No. 22-18 adopting the El Dorado County Transit Authority Equal Employment Opportunity Program (EEOP)**

**BACKGROUND**

As a public transit operator and Federal Transit Administration (FTA) sub-recipient, the El Dorado County Transit Authority (El Dorado Transit) is required to comply with the updated FTA Circular 4701.1A when an organization reaches the following thresholds (requiring the agency to have an abbreviated EEOP):

- Employs between 50-99 transit related employees, and
- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year, or
- Requests or receives planning assistance in excess of \$250,000 in the previous federal fiscal year.

**DISCUSSION**

Pursuant to the applicability of the FTA Circular 4704.1A smaller agencies are not required to conduct a utilization analysis with goals and timetables or to submit the EEOP to FTA every four (4) years. Instead, smaller agencies are required to provide the EEOP to FTA if requested by the Office of Civil Rights or for any State Management Review or Triennial Review.

The updated EEOP was reviewed and approved by the Liaison of the El Dorado Transit 5311 Grant Program from State of California Department of Transportation. The approval letter and EEOP documents are attached for review.

**FISCAL IMPACT**

None

**DEPARTMENT OF TRANSPORTATION**  
OFFICE OF RAIL AND MASS TRANSPORTATION  
P.O. BOX 942874, MS-74  
SACRAMENTO, CA 94274-0001  
PHONE (916) 654-8811  
FAX (916) 6543-4565  
TTY 711  
[www.dot.ca.gov](http://www.dot.ca.gov)



*Making Conservation  
a California Way of Life.*

June 13, 2022

El Dorado County Transit Authority  
ATTN: Maria Harris  
6565 Commerce Way  
Diamond Springs, CA 95619

Dear Ms. Harris:

Re: Equal Employment Opportunity (EEO) Plan Acceptance

Thank you for submitting the El Dorado County Transit Authority Abbreviated EEO Plan. The CA Department of Transportation, EEO Office, has reviewed your draft plan and has determined that it meets the requirements set forth in the Federal Transit Administration's (FTA) EEO Circular, 4704.1A, "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients," revised April 20, 2017.

**Please upload your agency's approved EEO Plan and this letter into the BlackCat system under the "Important Documents" tab.**

Your next EEO Plan must be updated and submitted by June 2026.

We thank you for partnering with us to meet the FTA compliance requirements. Please feel free to contact me at (916) 657-5206, should you have any questions or need immediate technical assistance. I can also be reached by e-mail at [Sharon\\_Beasley@dot.ca.gov](mailto:Sharon_Beasley@dot.ca.gov)

Sincerely,

*Sharon Beasley*  
SHARON BEASLEY  
Federal Transit Policies and Reporting  
Office of Federal Programs  
Transit Grants and Contracts

# **EQUAL EMPLOYMENT OPPORTUNITY PROGRAM (EEOP)**

**for**

**EL DORADO COUNTY TRANSIT AUTHORITY**

**6565 Commerce Way  
Diamond Springs, CA 95619  
(530)642-5383**

**2022-2026**

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 Commerce Way**  
**Diamond Springs, CA 95619**  
**(530)642-5383**

**EEO/AFFIRMATIVE ACTION PLAN (EEOP)**  
**2022-2026**

**APPROVAL SECTION:**

Program Plan Completed by: Maria Harris  
Maria Harris  
Human Resources Manager/AA Officer  
(530)642-5383 ext. 209  
mharris@eldoradotransit.com

Program Plan Approved by: Brandi Cottonreader  
Brandi Cottonreader, EEO  
California Department of Transportation

## EL DORADO COUNTY TRANSIT AUTHORITY EEOP

### TABLE OF CONTENTS

Introduction.....	4
Program Terminology .....	5
Chapter 1: Policy Statement.....	6
Chapter 2: Establishment of Responsibilities for Implementation of the EEOP .....	8
Chapter 3: Survey of the Labor Market Areas (in Terms of Population Makeup, Skills, and Availability for Employment) .....	11
Chapter 4: Development and Implementaion of Specific Programs to Eliminate Discriminatory Barriers & Achieve Goals .....	12
Chapter 5: affirmative employment program specific barrier analysis .....	16
Chapter 6: Program Evaluation.....	17
Chapter 7: Publicize the EEOP .....	18
<i>External Dissemination:</i> .....	18
<i>Internal Dissemination:</i> .....	18
Chapter 8: EEO Complaint Procedure .....	20

**INTRODUCTION**  
**23 CFR 230, Subpart C Appendix A Part II**

**Background:**

EL DORADO COUNTY TRANSIT AUTHORITY was established in 1994 in the State of California

*Following are matters that should be included in this section:*

- 1. Provide brief history of the El Dorado County Transit Authority*
- 2. Locations whose employees are included in this EEOP*
- 3. Narrative on the products and services*
- 4. Narrative on significant changes in top management personnel or major reorganizations affecting the EDCTA.*
- 5. Business view of the present and anticipated economic picture in EDCTA's area*
- 6. Narrative on the nature and extent of the government contract (an approximate percentage of the total work should also be included).*

## **PROGRAM TERMINOLOGY**

The terms, "comparison of incumbency to availability," "deficiency," and "problem area," appearing in this EEOP, are terms EL DORADO COUNTY TRANSIT AUTHORITY is required by government regulations to use. The criteria used in relation to these terms are those specified by the government. These terms have no independent legal or factual significance whatsoever. Although EL DORADO COUNTY TRANSIT AUTHORITY will use the terms in total good faith in connection with its EEOP, such use does not necessarily signify that the EL DORADO COUNTY TRANSIT AUTHORITY agrees that these terms are properly applied to any particular factual situation and is not an admission of non-compliance with EEO laws, regulations, and objectives.

The comparison of incumbency to availability contained herein is required by Government regulations to be based on certain statistical comparisons. Geographic areas and sources of statistics used herein for these comparisons were used in compliance with Government regulations, as interpreted by Government representatives. The use of certain geographic areas and sources of statistics does not indicate EL DORADO COUNTY TRANSIT AUTHORITY's agreement that the geographic areas are appropriate in all instances of use or that the sources of statistics are the most relevant. The use of such geographic areas and statistics may have no significance outside the context of this EEOP. Such statistics and geographic areas will be used, however, in total good faith with respect to this EEOP.

The grouping of job titles into a given job group does not suggest that EL DORADO COUNTY TRANSIT AUTHORITY believes the jobs so grouped are of comparable worth.



**CHAPTER 1: POLICY STATEMENT**  
**23 CFR 230, Subpart C Appendix A Part II, § II B(1) and C(1)**

It is the policy of EL DORADO COUNTY TRANSIT AUTHORITY and my personal commitment that equal employment opportunity be provided in the employment and advancement for all persons regardless of race, religion, color, national origin, sex, age, sexual orientation/gender identity and status as an individual with a disability at all levels of employment, including the executive level. EL DORADO COUNTY TRANSIT AUTHORITY does not and will not discriminate against any applicant or employee regardless of race, religion, color, national origin, sex, age, sexual orientation/gender identity and status as an individual with a disability to any position for which the applicant or employee is qualified. In addition, EL DORADO COUNTY TRANSIT AUTHORITY is committed to a policy of taking affirmative action to employ and advance in employment qualified employees with disability. Such affirmative action shall apply to all employment practices, including, but not limited to hiring, upgrading, demotion or transfer, recruitment, recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship and on-the-job training. Decisions related to personnel policies and practices shall be made on the basis of an individual's capacity to perform a particular job and the feasibility of any necessary job accommodation. EL DORADO COUNTY TRANSIT AUTHORITY will make every effort to provide reasonable accommodations to any physical and mental limitations of individuals with disabilities and to disabled veterans.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any activity protected by state, federal or local anti-discrimination laws including the following filing a complaint.

Our obligations in this area stem from not only adherence to various state and federal regulations, but also from our commitment as an employer in this community to provide job opportunities to all persons regardless of race, religion, color, national origin, sex, age, sexual orientation/gender identity and status as a protected veteran or an individual with disability. EL DORADO COUNTY TRANSIT AUTHORITY's EEO policy and affirmative action obligations include the full support from the Executive Director, Mindy Jackson.

EL DORADO COUNTY TRANSIT AUTHORITY will also continually design and implement audit and reporting systems that will measure the effectiveness and the compliance of the EEOP, identify the need for remedial actions, determine if objectives were attained, and determine if opportunities to participate in company-sponsored activities were extended to all employees and applicants.

If you have any questions regarding our equal employment opportunity, harassment policies or the complaint procedure, you may contact your local Human Resources representative. Parts of the Affirmative Action Plan may be reviewed, as appropriate, by making an appointment with the Human Resources Manager/AA Officer.

---

(Signature)  
Executive Director  
6/13/2022

## **CHAPTER 2: ESTABLISHMENT OF RESPONSIBILITIES FOR IMPLEMENTATION OF THE EEOP**

### **23 CFR 230, Subpart C Appendix A Part II, § II A(2) and B(2)**

As part of its efforts to ensure equal employment opportunity to all individuals, EL DORADO TRANSIT AUTHORITY has designated specific responsibilities to various staff to ensure the EEOP focuses on all components of the employment system. To that end, the Executive Director, the Human Resources Manager/ AAOfficer, and those employed as supervisors and managers have undertaken the responsibilities described below.

#### **Executive Director**

The primary responsibility and accountability for implementing the EEOP rests with the Executive Director. This person is responsible, through the Human Resources Manager/AA Officer for adherence to EL DORADO COUNTY TRANSIT AUTHORITY's policy of equal employment opportunity and affirmative action. This role includes, but is not limited to, the following duties:

1. Designate appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring EL DORADO COUNTY TRANSIT AUTHORITY's EEOP. Ensure that these personnel are identified in writing by name and job title.
2. Ensure that those designated personnel responsible for all EEOP components are given the necessary authority and top management support and staffing to successfully implement their assigned responsibilities.
3. Impart the personal direction that ensures total involvement and commitment to equal employment opportunity programs through EL DORADO COUNTY TRANSIT AUTHORITY's EEOP.

#### **Human Resources Manager/AA Officer**

The Human Resources Manager/AA Officer under the direct supervision of the Executive Director, is responsible for overall supervision of the EEOP and serves as a checks and balance of employment practices. The Human Resources Manager/AA Officer ensures, that all relevant policies and procedures are adhered to. Successful implementation of this program is a basis for evaluating the Human Resources Manager's/AA Officer's effective work performance. The Human Resources Manager's/AA Officer's responsibilities include, but are not limited to, the following:

1. Ensure that EL DORADO COUNTY TRANSIT AUTHORITY adheres to the stated policy of equal employment opportunity and monitor the application of equal employment opportunity policies.
2. Ensure that the EEOP is reviewed and updated annually in accordance with EL DORADO COUNTY TRANSIT AUTHORITY's stated policy.

3. Participate in periodic discussions with management, supervision, and all other employed personnel to ensure EEOP and equal employment opportunity policies are being followed.
4. Review the qualifications of all employees to ensure equitable opportunity, based on job-related employment practices, is given to all for transfers and promotions.
5. Conduct periodic audits of: 1) training programs and hiring and promotion patterns to remove impediments to the attainment of EEOP goals and objectives, 2) facilities to ensure they are maintained for the use and benefit of all employees and integrated both in policy and practice, and 3) sponsored educational, training, recreational, and social activities to ensure that all employees are encouraged to participate in accordance with policies on non-discrimination.
6. Ensure that all new employees receive a special orientation to EL DORADO COUNTY TRANSIT AUTHORITY's equal employment opportunity policy and are thoroughly informed with regard to the EEOP and its objectives.
7. Periodically analyze applicant flow to determine the mix of persons applying for employment by race/ethnic origin and gender.
8. Review all job descriptions and specifications to ensure they are free of discriminatory provisions and artificial barriers. Ensure that all requirements are job-related, that they are realistic, and that they reflect the actual work requirements of the essential job duties.
9. Provide direction to EL DORADO COUNTY TRANSIT AUTHORITY's employees, as necessary, to carry out all actions required to meet the Company's equal employment opportunity and affirmative action commitments.
10. Review, report on, and update EL DORADO COUNTY TRANSIT AUTHORITY's EEOP at least on an annual basis in accordance with stated policy.
11. Responsible for the design and effective implementation of the EEOP at all establishments.
12. Develop, implement, and maintain audit and reporting systems to measure effectiveness of equal employment opportunity programs, including those that will indicate the need for remedial action and determine the degree to which goals and objectives have been obtained.
13. Advise management in the modification and development of EL DORADO COUNTY TRANSIT AUTHORITY's policies to ensure the enhancement of equal employment opportunity for all employees and potential employees within existing equal employment opportunity guidelines.

14. Conduct periodic audits to ensure all required posters and those advertising EL DORADO COUNTY TRANSIT AUTHORITY's equal employment opportunity policies and EEOP are displayed and that EL DORADO COUNTY TRANSIT AUTHORITY's equal employment opportunity and EEOP policies are being thoroughly communicated.
15. Assist in review and revision of all policies, procedures, and rules to ensure they are not in violation of federal or state laws and regulations.

#### Managers and Supervisors

In their direct day-to-day contact with EL DORADO COUNTY TRANSIT AUTHORITY's employees, managers and supervisors have assumed certain responsibilities to help the Company ensure compliance with equal employment opportunity programs and effective implementation of the EEOP. These include, but are not limited to, the following:

1. Aggressively adhere to EL DORADO COUNTY TRANSIT AUTHORITY's equal employment opportunity and affirmative action policy.
  - A. Support and assist the Human Resources Manager/ AAOfficer in developing, maintaining, and successfully implementing the EEOP.
  - B. Complete progress reports regarding the status of goal achievement.
  - C. Take action to prevent harassment of employees placed through affirmative action efforts.
2. Assign employees to significant jobs that might lead to greater personal growth and value, and counsel them with respect to what is needed for upward mobility within the employment structure.
3. Ensure that all interviews, offers of employment and/or wage commitments are consistent with EL DORADO COUNTY TRANSIT AUTHORITY's policy.
4. Implement the internal promotion and transfer of all employees under their supervision consistent with EEOP goals and objectives.
5. Assist in identifying problem areas and provide needed information for establishing and meeting department affirmative action goals and objectives.

**CHAPTER 3: SURVEY OF THE LABOR MARKET AREAS (IN TERMS OF  
POPULATION MAKEUP, SKILLS, AND AVAILABILITY FOR EMPLOYMENT)  
23 CFR 230, Subpart C Appendix A Part II, § II B (3)**

**WORKFORCE OVERVIEW:**

As of 7/1/2021, EL DORADO COUNTY TRANSIT AUTHORITY employed 56 persons in its workforce.

Permanent

- 30.3% (17) are women
- 7.1% (4) are minorities

Temporary

- 0 % (0) are women
- 0 % (0) are minorities

**PLAN METHODOLOGY:**

- The 2020 Census data was used for the availability analysis of this plan
- Training and promotion data were obtained from El Dorado County Transit Authority personnel records
- The database of employees and the resultant employee count used in this plan was obtained from El Dorado County Transit Authority that included permanent, seasonal, and temporary employees on the roster at the time.

**CHAPTER 4: DEVELOPMENT AND IMPLEMENTATION OF SPECIFIC PROGRAMS  
TO ELIMINATE DISCRIMINATORY BARRIERS & ACHIEVE GOALS  
23 CFR 230, Subpart C Appendix A Part II § II, C 3(a)-(f)**

EL DORADO COUNTY TRANSIT AUTHORITY tailors our action-oriented programs each year to ensure they are specific to the problem identified.

**Action-Oriented Program:**

The Action-Oriented Programs designed to address the underutilization of women and minorities are listed below. These Action-Oriented Programs will be carried-out throughout the EEOP year. The Human Resources Manager/AA Officer, with the help of the managers, will be responsible in ensuring that the following are implemented.

**A. Assessment and Employment Practices:**

EL DORADO COUNTY TRANSIT AUTHORITY implemented a hiring freeze and reduction in force effective July 13, 2020, in response to immediate significant ridership losses, program closures and state-wide public health directive due to the COVID-19 health emergency.

EL DORADO COUNTY TRANSIT AUTHORITY suspended some services beginning in early March 2020 and anticipated significant, long-term deficits in major revenue sources that required substantial reductions in expenditures across all major operating budget categories specifically within the workforce.

Staffing levels were reduced from sixty-four (64) allocated full-time equivalent (FTE) positions to forty-six (46) FTE's. Achieving the appropriate and fiscally sustainable staffing levels during and after the pandemic required EL DORADO COUNTY TRANSIT AUTHORITY to restructure its operation and eliminate positions, including Transit Operators and unrepresented employees across multiple departments. The number of layoffs and/or recalls that were necessary within individual classifications varied over the course of the 2020/2021 fiscal year based on attrition and staffing adjustments necessary to meet operational needs. As a result, there were two (2) female and zero (0) minority job eliminations.

Beginning in July 2021, EL DORADO COUNTY TRANSIT AUTHORITY began the process of restoring transit services that were eliminated and/or reduced in the prior fiscal year. Notices of restoration were provided to laid off employees and six (6) of the nine (9) Transit Operators who were affected by the layoff returned to work in some capacity. In August 2021, EL DORADO COUNTY TRANSIT AUTHORITY resumed active recruiting for open positions to fill the employment gaps.

Prior to the COVID-19 pandemic, EL DORADO COUNTY TRANSIT AUTHORITY implemented a New Hire and Employee Referral Program. Attracting and maintaining top driving talent requires strategic recruitment initiatives that are sourced and driven to attract qualified

individuals. The competition to attract qualified candidates among transit agencies within the region has created a challenge in recruiting. The New Hire award bonus was increased from \$1,000 to \$2,000 in February 2022 to draw in candidates who would otherwise look elsewhere within the county and beyond for gainful employment.

As EL DORADO COUNTY TRANSIT AUTHORITY continues to restore and expand services, improvements in utilization shall focus recruitment efforts in making every attempt to seek out minorities, both male and female for all open positions when they become available. In developing goals and timelines to correct underutilization, EL DORADO COUNTY TRANSIT AUTHORITY shall use the following guidelines:

1. Involve personnel staff, managers, and supervisors in the process.
2. Set goals that are significant, measurable, and attainable.
3. Consider anticipated attrition, expansion, turnover in the work force and availability of persons with required skills.
4. Consider effects of existing employment practices that may contribute to underutilization in increasing availability of minorities and women.

The racial make-up of the population of EL DORADO COUNTY TRANSIT AUTHORITY'S services areas is predominantly white, (i.e., 88.6% U.S. Census Bureau; CENSUS 2020). This presents a unique challenge.

EL DORADO COUNTY TRANSIT AUTHORITY will regularly analyze all employment practices relating to recruitment, selection, salaries, promotions, terminations, and standards of discipline.

EL DORADO COUNTY TRANSIT AUTHORITY will continue to do the following:

1. Perform periodic review to correct inaccurate position descriptions and to ensure that positions are allocated to the appropriate classification;
2. Ensure that all job qualification requirements are closely related to the job;
3. Provide counseling and guidance to employees;

**B. Recruitment, Placement, and Hiring Applicant Flow Analysis:**

EL DORADO COUNTY TRANSIT AUTHORITY will continue to do the following:

1. Ensure active recruitment efforts to support and supplement those of the central personnel agency or department, reaching all appropriate sources to obtain qualified employees on a nondiscriminatory basis.
2. Maintain contracts with organizations representing minority groups, women, professional societies, and other sources of candidates for technical, professional and management level positions.
3. Ensure that recruitment literature is relevant to all employees, including minority groups



- and women.
4. Review and monitor recruitment and placement procedures so as to assure that no discriminatory practices exist.
  5. Cooperate with management and the Human Resources Department on the review and validation of written tests and other selection devices.
  6. Analyze the flow of applicants through the selection and appointment process, including an analytical review of reasons for rejections.
  7. Monitor the placement of employees to ensure the assignment of work and workplace on a nondiscriminatory basis.

**C. Promotions**

EL DORADO COUNTY TRANSIT AUTHORITY will continue to do the following:

1. Assure that all job vacancies are posted conspicuously and that all employees are encouraged to bid on all jobs for which they feel they are qualified.

**D. Training**

EL DORADO COUNTY TRANSIT AUTHORITY will continue to do the following:

1. Require managers and supervisors to participate in EEO seminars covering the EEOP, the overall EEO program and the administration of the policies and procedures incorporated therein, and on Federal, State and local laws relating to EEO.
2. Train in proper interviewing techniques of employees who conduct employment selection interviews.

**E. Layoffs, recalls, discharges, demotions, and disciplinary actions**

The standards for deciding when a person shall be terminated, demoted, disciplined, laid off or recalled should be the same for all employees, including minorities and females. Seemingly neutral practices are re-examined to see if they have a disparate effect on such groups. For example, if more minorities and females are being laid off because they were the last hired, then, adjustments are made to assure that the minority and female ratios do not decrease because of these actions.

1. When employees, particularly minorities and females, are disciplined, laid off, discharged or downgraded, the HR Manager/AA Officer reviews the actions before they become final.
2. Any punitive action (i.e. harassment, terminations, demotions), taken as a result of employees filing discrimination complaints, is illegal.
3. The following records should be kept to monitor this area of the internal EEO program:
  - a. On all terminations, including layoffs and discharges: indicate total number, name, (home address and phone number), employment date, termination date, recall rights, sex, racial/ethnic identification (by job category), type of termination and reason for

termination.

- b. On all demotions: indicate total number, name, (home address and phone number), demotion date, sex, racial/ethnic identification (by job category), and reason for demotion.
- c. On all recalls: indicate total number, name, (home address and phone number) recall date, sex, and racial/ethnic identification (by job category).

- 4. Exit interviews should be conducted with employees who leave the employment of the EL DORADO COUNTY TRANSIT AUTHORITY.

**F. Other personnel actions**

EL DORADO COUNTY TRANSIT AUTHORITY will continue to do the following:

- 1. Provide assurance that information on EEO counseling and grievance procedures is easily available to all employees.
- 2. Develop and implement a system for processing complaints alleging discrimination because of race, color, religion, sex or national origin to an impartial body.
- 3. Develop and implement a system for processing grievances and appeals (i.e. disciplinary actions, adverse actions, adverse action appeals, etc.).
- 4. Include in the performance appraisal system a factor to rate manager's and supervisors' performance in discharging the EEO program responsibilities assigned to them.
- 5. Review and monitor the performance appraisal program periodically to determine its objectivity and effectiveness.
- 6. Ensure the equal availability of employee benefits to all employees.

## **CHAPTER 5: AFFIRMATIVE EMPLOYMENT PROGRAM SPECIFIC BARRIER ANALYSIS**

### **23 CFR 230, Subpart C Appendix A Part II § I-General 23 CFR 230, Subpart C Appendix A Part II, § C 4-Program Evaluation**

*The major part of an EEOP must be a recognition and removal of any barriers to Equal Employment Opportunity identification of problem areas and/or persons unfairly excluded and action enabling them to compete for jobs on an equal basis.*

In addition to comparing incumbency to availability within job groups, EL DORADO COUNTY TRANSIT AUTHORITY has conducted studies to identify problem areas in each of its, organizational units, management responsibilities, employee complaints, traditions, and opportunities through the selection procedures (i.e., hires, promotions, and terminations). EL DORADO COUNTY TRANSIT AUTHORITY will continue to monitor and update these studies during each EEOP year. In each case where potential problem areas have been identified, affirmative actions, as appropriate, will be taken consistent with any of the action-oriented programs described in Chapter 5 of this EEOP.

Goals are established within each of the job groups at no less than the current availability data for the job group.

Background: Due to the geographic region of El Dorado County Transit Authority our applicant pool is very limited. We have been working with other local agencies to improve job recruitment awareness for our agency with the intent on making our applicant pool more robust.

Organizational Unit – barriers within the organizational unit may be found when there is an absence of knowledge, skills, and abilities to perform the job versus the number of class members within the workforce and recruiting areas.

Management Responsibilities – When managers and supervisors fail to meet their responsibilities, organizational units have a high turnover ratio for minorities, females, and persons with disabilities, and manifest imbalance and conspicuous absence prevails. The sources of these problems may be job descriptions, performance evaluations, or lack of career development or leadership skills of the managers and supervisors.

Employee Complaints – Managers must realize that most employee complaints are generated by the belief (whether based on perception or reality) that the total agency system is not functioning correctly because of institutional opportunity barriers.

Traditions – The resistance to change is so great that the climate for affirmative employment is not permitted by perpetuating going things in the traditional way.

Opportunities – Opportunities can be forecasted in terms of personnel and resources.

**CHAPTER 6: PROGRAM EVALUATION**  
**23 CFR 230, Subpart C Appendix A Part II, § II C(4)**

Inherent in the EEOP is the need for periodic self-assessment of problems encountered, corrective action taken, and progress made. Self-evaluation requires complex record keeping systems on applicants, employees, and components of the EEOP itself. Periodic reports from supervisors, department managers, the Human Resources Manager/AA Officer, and other relevant persons are required.

The objective of all record keeping systems to be implemented is to assess the results of past actions, trends, the appropriateness of goals and objectives, the appropriateness and relevancy of identified solutions to problems, and the adequacy of the Plan as a whole. In addition, a further objective is to identify the proper corrective actions to be made to all components.

In order to fully achieve the objectives of such a record keeping system, the results of it must lead to follow-up through feedback to managers, supervisors, and staff, through reallocation of resources, through modifications to plans and the record keeping system itself, through appropriate recognition of personal achievements as well as punitive actions for discriminatory acts. For any identified deficiencies, appropriate corrective action will be identified and implemented.

The records that are maintained are the basis for updating the affirmative action plan, including revising the availability data and establishing annual numerical goals. The internal audit and reporting system is used as the basis for evaluating systemic, results-oriented programs and affirmative action efforts.

The EL DORADO COUNTY TRANSIT AUTHORITY auditing and reporting system periodically measures the effectiveness of its total affirmative action program. The Human Resources Manager/AA Officer:

1. Monitors records of all personnel activity, including referrals, placements, transfers, promotions, terminations, and compensation, at all levels to ensure the nondiscriminatory policy is carried out;
2. Requires internal reporting on a scheduled basis as to the degree to which equal employment opportunity and organizational objectives are attained;
3. Reviews report results with all levels of management; and
4. Advises top management of program effectiveness and submit recommendations to improve unsatisfactory performance.

**CHAPTER 7: PUBLICIZE THE EEOP**  
**23 CFR 230, Subpart C Appendix A Part II, § II C 2(a)(b)**

**External Dissemination:**

The following activities will be implemented or continued to further enhance our affirmative action efforts. All activities are the responsibility of the Human Resources Manager/AA Officer.

- 1) Initiate and maintain communication with organizations having special interests in the recruitment of women and minorities.
- 2) Include diverse group of employees when they are pictured in consumer, promotional, or help wanted advertising.
- 3) Disseminate information concerning employment opportunities to radio and television stations, and to publications that primarily reach women and minorities.
- 4) Provide information emphasizing job opportunities to all local educational institutions, public and private.
- 5) Inform all recruiting sources, in writing and orally, of the agency's affirmative action policy.
- 6) List with the State Employment Development Department all suitable job openings.
- 7) Send written notification of the agency's affirmative action policy to all subcontractors, vendors, and suppliers requesting appropriate action on their part.
- 8) Conduct formal briefing sessions with representatives from recruiting sources. Include as part of the briefing sessions, facility tours, clear and concise explanations of current and future job openings, position descriptions, worker specifications, explanations of the Company's selection process, and recruiting literature. Arrange for referral of applicants, follow up with sources, and feedback on disposition of applicants.

**Internal Dissemination:**

In order to gain positive support and understanding for the affirmative action program, EL DORADO COUNTY TRANSIT AUTHORITY will implement or continue to implement the following internal dissemination procedures, all of which are the responsibility of the Human Resources Manager/AA Officer. The following policies and procedures are designed to foster support and understanding from EL DORADO COUNTY TRANSIT AUTHORITY's executive staff, management, supervisors, and other employees in an effort to encourage all employees to take the necessary actions to aid EL DORADO COUNTY TRANSIT AUTHORITY in meeting its obligations.

- 1) Include the policy in the Company's policy manual and other in-house publications.
- 2) Conduct special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation, making clear the Executive Director's attitude.
- 3) Schedule training sessions for all employees involved in recruiting, selection, promotion, and other related employment issues for women and minorities.
- 4) Discuss the policy thoroughly in both employee orientation and management training programs.
- 5) Inform union officials of the contractor's policy, and request their cooperation.
- 6) Include non-discrimination clauses in all union agreements, and review all contractual provisions to ensure they are non-discriminatory.
- 7) Post the policy on agency bulletin boards, along with the agency's harassment policy which includes protection from harassment on the basis of disability.

**CHAPTER 8: EEO COMPLAINT PROCEDURE**  
**23 CFR 230, Subpart C Appendix A Part II, § II B(11)**

EL DORADO COUNTY TRANSIT AUTHORITY has a very exhaustive and detailed Internal Complaint Policy and Procedure whereby employees and applicants may process allegations of discrimination to an impartial body without fear of reprisal.

The EL DORADO COUNTY TRANSIT AUTHORITY's Human Resources Manager/AAOfficer, together with EEO counselors, investigators, counsels, management and supervisors are responsible for ensuring that the procedure are appropriately carried out. The procedure provides prohibition of retaliation or reprisals against complainants or the agency's employees involved in processing complaints, with appropriate disciplinary measure for officials found to have taken reprisal and/or retaliatory actions. A record of all investigations is maintained in an electronic database. Reporting and analysis is completed on a quarterly basis.

Please see the attached copy of the complaint process document.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-18**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
EL DORADO COUNTY TRANSIT AUTHORITY  
ADOPTING THE EQUAL EMPLOYMENT OPPORTUNITY PROGRAM**

**WHEREAS**, El Dorado County Transit Authority (El Dorado Transit) as a public transit operator and Federal Transit Administration (FTA) sub-recipient is required to comply with FTA Circular 4701.1A requiring an agency to have an abbreviated Equal Employment Opportunity Program (EEOP); and

**WHEREAS**, the initial EEOP was prepared in June 2016; and

**WHEREAS**, any FTA sub-recipient who meets both of the following threshold requirements, must prepare and maintain an abbreviated EEO Program:

- Employs between 50-99 transit-related employees, and
- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year, or requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year.

**WHEREAS**, the EEOP includes an updated narrative including an up to date Workforce Overview and expanded Job Restructuring and Upward Mobility report; changes necessary to comply with updated regulations pursuant to the revised thresholds; and

**WHEREAS**, the EEOP contains all federal regulations; and

**WHEREAS**, the EEOP has been reviewed and approved by the Liaison of the El Dorado Transit 5311 Grant Program from the State of California Department of Transportation; and

**NOW, THEREFORE**, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY TRANSIT AUTHORITY: The Board adopts the attached revised Equal Employment Opportunity Program of the El Dorado County Transit Authority.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of the Board held on the 4<sup>th</sup> day of August 2022, by the following vote of the Board:



AYES:

NOES:

ABSTAIN:

ABSENT:

---

John Hidahl, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1F  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Maria Harris, Human Resources Manager

**SUBJECT:** Adoption of Resolution and Memorandum of Understanding for the Special District Risk Management Authority Health Benefits

**REQUESTED ACTION:**  
**BY MOTION,**

1. Adopt Resolution No. 22-19 approving the Memorandum of Understanding and Authorizing participation in the designated Special District Risk Management Authority Health Benefits Coverages
2. Authorize the Executive Director to sign and execute the program participation agreement

**BACKGROUND**

El Dorado County Transit Authority (El Dorado Transit) recently transitioned from Paychex payroll services to Paylocity online payroll & human resources software. Under the former payroll service, El Dorado Transit opted to sponsor an Employee Assistance Program (EAP) service through a Paychex affiliate. With an EAP, employees have access to short-term legal, financial, and mental health counseling and referral services designed to aid in managing everyday concerns and support healthy work-life balance. The benefits of an EAP can help employers reduce absenteeism, worker's compensation claims, health care costs, accidents, and grievances.

The Paylocity software platform provides a broader range of payroll & human resources services at a lower overall cost to the agency but does not offer an affiliated EAP as part of their services.

**DISCUSSION**

The Special District Risk Management Authority (SDRMA) is a joint powers agency that provides competitive full-service risk management and medical insurance programs for California's local government employers. The SDRMA currently offers ancillary health coverages, including an EAP, and public agencies can select which programs they would like to participate in subject to underwriting approval.

El Dorado Transit received notification of approval from the SDRMA program underwriter on June 15, 2022, of its eligibility to participate in the PRISM Small Group Program. If El Dorado Transit elects to enroll in the EAP benefits, SDRMA requires adoption and approval by El Dorado Transit's governing board prior to the effective date.

If approved, setup will take approximately forty-five (45) days to be effective once SDRMA receives all approved documents. With the requested action, staff is recommending approval of the SDRMA MOU and adoption of Resolution No. 22-19 for an effective date of October 1, 2022, for the EAP service.

### **FISCAL IMPACT**

Costs for participation in the PRISM Small Group EAP Program is \$2.82 per employee/per month, for an estimated total of \$1600.00 annually. This rate is guaranteed through July 2023.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-19**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
EL DORADO COUNTY TRANSIT AUTHORITY  
APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF A  
MEMORANDUM OF UNDERSTANDING AND AUTHORIZING PARTICIPATION IN  
THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY'S HEALTH BENEFIT  
PROGRAM**

**WHEREAS**, El Dorado County Transit, a public agency duly organized and existing under and by virtue of the laws of the State of California (TRANSIT), has determined that it is in the best interest and to the advantage of the TRANSIT to participate in the Health Benefits Program offered by Special District Risk Management Authority (Authority); and

**WHEREAS**, the Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 *et seq.*, for the purpose of providing risk financing, risk management programs and other coverage protection programs; and

**WHEREAS**, participation in Authority programs requires TRANSIT to execute and enter into a Memorandum of Understanding which states the purpose and participation requirements for the Health Benefits Program; and

**WHEREAS**, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and TRANSIT is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TRANSIT AS FOLLOWS:**

Section 1. Findings. TRANSIT's Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of TRANSIT.

Section 2. Memorandum of Understanding. The Memorandum of Understanding, to be executed and entered into by and between TRANSIT and the Authority, in the form presented at this meeting and on file with TRANSIT's Secretary, is hereby approved. TRANSIT's Governing Body and/or Authorized Officers (The Authorized Officers) are hereby authorized and directed, for and in the name and on behalf of TRANSIT, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. Program Participation. TRANSIT's Governing Body approves participating in the Special District Risk Management Authority's Health Benefits Program.

Section 4. Severability. If any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the resolution which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are severable.

Section 5. Other Actions. The Authorized Officers of TRANSIT are each hereby authorized and directed to execute and deliver any and all documents which are necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 6. Effective Date. This resolution shall take effect immediately upon its passage.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of the Board held on the 4<sup>th</sup> day of August 2022, by the following vote of the Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
John Hidahl, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING (HEREAFTER "MEMORANDUM") IS ENTERED INTO BY AND BETWEEN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (HEREAFTER "SDRMA") AND THE PARTICIPATING PUBLIC ENTITY (HEREAFTER "ENTITY") WHO IS SIGNATORY TO THIS MEMORANDUM.**

**WHEREAS**, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities into the Public Risk Innovation, Solutions and Management (PRISM) Health and/or Employee Benefits Small Group Program (hereinafter "PROGRAM"); and

**WHEREAS**, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by the PRISM Health Committee and/or PRISM Employee Benefits Committee for the PROGRAM (the "COMMITTEE") and not SDRMA; and

**WHEREAS**, ENTITY desires to enroll and participate in the PROGRAM.

**NOW THEREFORE**, SDRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.
3. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative health benefit solution to all participants of the ENTITY including active employees, retired employees (optional), dependents (optional) and public officials (optional). ENTITY public officials may participate in the PROGRAM only if they are currently being covered and their own ENTITY's enabling act, plans and policies allow it. ENTITY must contribute at least the minimum percentage required by the eligibility requirements
4. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, public officials, dependents and retirees.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from its consultants and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA adds an administrative fee to premiums and rates for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to,

demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties up to and including termination from the PROGRAM. Premiums are based on a full month, and there are no partial months or prorated premiums. Enrollment for mid-year qualifying events and termination of coverage will be made in accordance with the SDRMA Program Administrative Guidelines.

5. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable. Not all plan offerings will be available to ENTITY, and plans requested by ENTITY must be submitted to PROGRAM underwriter for approval.
6. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, coverage documents from each carrier outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM and will be provided by SDRMA to each ENTITY. SDRMA will provide each ENTITY with additional documentation, defined as the SDRMA Program Administrative Guidelines which provide further details on administration of the PROGRAM.
7. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
8. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments which are deemed necessary to ensure approved funding levels shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
  - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
  - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premiums paid for the preceding 3 years. An ENTITY must be a current participant to receive a dividend, except upon termination of the PROGRAM and distribution of assets.

- c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
  - d. Fund equity will be evaluated on a total PROGRAM-wide basis as opposed to each year standing on its own.
9. WITHDRAWAL. ENTITY may withdraw subject to the following condition: ENTITY shall notify SDRMA and the PROGRAM in writing of its intent to withdraw at least 90 days prior to their requested withdrawal date. ENTITY may rescind its notice of intent to withdraw. Once ENTITY withdraws from the PROGRAM, there is a 3-year waiting period to come back into the PROGRAM, and the ENTITY will be subject to underwriting approval again.
  10. LIAISON WITH SDRMA. Each ENTITY shall maintain staff to act as liaison with SDRMA and between the ENTITY and SDRMA's designated PROGRAM representative.
  11. GOVERNING LAW. This MEMORANDUM shall be governed in accordance with the laws of the State of California.
  12. VENUE. Venue for any dispute or enforcement shall be in Sacramento, California.
  13. ATTORNEY FEES. The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
  14. COMPLETE AGREEMENT. This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.
  15. SEVERABILITY. Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
  16. AMENDMENT OF MEMORANDUM. This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's designated representative, or alternate, who shall have authority to execute this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
  17. EFFECTIVE DATE. This MEMORANDUM shall become effective on the later of the first date of coverage for the ENTITY or the date of signing of this MEMORANDUM by the Chief Executive Officer or Board President of SDRMA.
  18. EXECUTION IN COUNTERPARTS. This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.



In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Special District Risk  
Management Authority

Dated: \_\_\_\_\_

By: \_\_\_\_\_

El Dorado County Transit

**To:** SDRMA/ El Dorado County Transit Authority  
**From:** PRISM / AUS Underwriting  
**Date:** June 15, 2022  
**Re:** **El Dorado County Transit Authority: Small Group Program Application Approval**

---

We are happy to approve the application of El Dorado County Transit Authority for acceptance to participate in the PRISM Small Group program.

As part of this acceptance, you will find two attachments to this letter:

1. Program Underwriting & Eligibility Rules
2. Program Participation Agreement

The Underwriting and Eligibility Rules are designed to serve as a guide for program rules and expectations. These rules outline expectations of member conduct within the program and have been established to protect both the pool and the member from actions that may increase the cost and/or risk in the program.

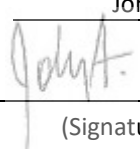
The Program Participation Agreement details the final terms of acceptance and any special exceptions or terms that have been made as part of this approval. Please read these terms carefully and contact your representative at SDRMA if you have any questions or require clarification(s).

El Dorado County Transit Authority's completion and execution of the Program Participation Agreement will constitute full acceptance of the organization as a member of the PRISM Small Group program and deem it eligible to participate in the insurance coverage plan(s) applied for and approved in this agreement. **Please return the signed Program Participation Agreement to SDRMA.**

We thank you for your interest in the PRISM Small Group program and look forward to your participation in the program.

Sincerely,

John Astwood

FOR INTERNAL USE ONLY			
Application is:	<input checked="checked" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	Case No. _____
Effective:	10-1-2022	Underwriter:	John Astwood
Date:	6-15-2022	By:	 (Signature)

## SMALL GROUP PROGRAM UNDERWRITING & ELIGIBILITY GUIDELINES

(Subject to attached Custom Contingencies and Caveats section)

### Health Program Eligibility Guidelines

<b>Active Full-Time Employees</b>	Full-time salaried or hourly employees who are actively at work at least 30 hours per week.
<b>Active Part-Time Employees</b>	Part-time employees who are actively at work at least 20 hours per week.
<b>Dependent Eligibility</b>	Eligible dependents are covered to age 26 and will terminate coverage first of the month following 26th Birthday. Disabled dependents are covered regardless of age but must be approved by the plan administrator (claim fiduciary medical management) prior to annual enrollment.
<b>COBRA Participants</b>	Eligible to elect coverage through COBRA.
<b>Board members, Trustees, Council Members, or Other Elected officials</b>	Directors, board members, and other elected/appointed officials can only elect plan if they are eligible on the current plan and are subject to the same requirements as Active employees. Exceptions can be made at the recommendation of AUS and with the approval of the PRISMHealth Committee.
<b>Retirees</b>	To qualify for Medicare plans and rates, retiree must be enrolled in Medicare Parts A&B at their own cost.
	Retired employees who are currently eligible and participating on the plan will be eligible to continue coverage under the program, if the coverage permits. Retirees who declined coverage may not enroll in any coverage at a subsequent enrollment date. Exceptions can be made at the recommendation of AUS.
	Medicare Eligible retirees must enroll in Medicare parts A&B

### Health Program Underwriting Guidelines (Continued on next page)

<b>Group Size Requirements</b>	
<b>Minimum/Maximum including Full-Time Eligible Employees, Part-Time Eligible Employees, Non-Medicare Retirees, Medicare Retirees, Board Members, Trustees, Council Members, or Other Elected Officials</b>	Minimum: 2 Maximum: 200
<b>Participation Guidelines</b>	
<b>Active Employees, Non-Medicare Retirees, Medicare Retirees, Board Members, Trustees, Council Members, or Other Elected Officials</b>	<ul style="list-style-type: none"> <li>• Minimum participation of 75% of all eligible population.</li> <li>• Non-Medicare Retirees will be thoroughly reviewed by AUS if they exceed 20% of the total covered population</li> <li>• Exceptions can be made at the recommendation of AUS and with the approval of the PRISMHealth Committee</li> </ul>
<b>Employer Contributions</b>	
Contributions should be structured to allocate cost for tiers with dependent coverage. Cash-Back or "Cash-in-lieu-of" employer contributions are not preferred unless a specific exception has been made by underwriting.	
<p><b>Gap Funding:</b> Gap funding is an account established to run alongside a health plan that supplements out-of-pocket medical expenses incurred through the plan and that would normally be paid by the covered individual. PRISM offers High Deductible Health Plan (HDHP) options that are underwritten to include the</p>	

use of Health Savings Accounts (HSAs) for gap funding purposes. The program offered HDHPs are not eligible to run alongside Health Reimbursement Arrangements (HRAs) or any other type of external gap funding plan or mechanism. All other medical plans offered within the PRISMHealth portfolio (HMO, Silver PPO, Gold PPO, EPO, etc.) are not considered eligible for gap funding of any type.	
Active Employees, Part-Time Eligible Employees, Board Members, Trustees, Council Members, or Other Elected Officials	Employer pays Minimum 75% of the single-only cost, 50% suggested contribution for dependents.
Retirees	No minimum employer contribution.
<b>Waiting Period</b>	
Date of hire is not allowed unless hire date is on the first of the month. All plan changes resulting from Qualifying Events will be effective on the 1st of the month following the event. Births and deaths are exceptions where coverage will be added/dropped on the event date rather than the first of the month following. If dependents are covered when a retiree or employee passes away, dependent coverage will continue to the end of the month.	
<b>Waivers</b>	
Coverage can only be waived with proof of group coverage through spouse, other group coverage, Medicare/Medi-Cal/Medicaid or COBRA. Waivers will be reviewed by AUS if they exceed 25% of the total covered population. Exceptions can be made at the recommendation of underwriting and with the approval of the PRISMHealth Committee or PRISM staff. Non-Program participants are excluded from this waiver definition (i.e. union carve-out, PORAC).	
<b>Lock-out period</b>	
Small group members will comply with the withdrawal and termination rules of the JPA in which they contract for coverage.	
<b>Plan Selections and Combinations Guidelines</b>	
<b>Plan Selections</b>	<b>Subject to underwriting review and approval:</b> <ul style="list-style-type: none"> <li>• 2-100 enrolled lives: 2 non-Kaiser plans + 1 Kaiser plan</li> <li>• 101-200 enrolled lives: 3 non-Kaiser plans + 1 Kaiser plan</li> </ul>
<b>Plan Combinations</b>	<ul style="list-style-type: none"> <li>• Only 1 non-Kaiser HMO or HDHP plan may be offered to an employee group</li> <li>• Groups requesting more than 1 non-Kaiser HMO or more than 1 HDHP require approval from PRISM/AUS underwriting</li> <li>• Future plan changes are subject to review and approval by PRISM/AUS underwriting</li> </ul>
<b>Other Programs</b>	<ul style="list-style-type: none"> <li>• The PRISMHealth Program should be offered as a full takeover program in most situations.</li> <li>• The PRISMHealth Program will consider a carve-out option alongside CalPERS exclusively (not dual choice). The current plans and enrollment will be reviewed and approved via the Underwriting process and disclosed to the PRISMHealth Committee.</li> <li>• Other program carve-outs will not be allowed.</li> </ul>

## Dental, Vision, Life, Disability and EAP Program Eligibility Guidelines

The following underwriting guidelines assume the employer will only be offering the PRISM Small Group coverage plans to an employee group.

<b>Active Full-Time Employees</b>	Full-time salaried or hourly employees who are actively at work at least 30 hours per week.
<b>Active Part-Time Employees</b>	Part-time employees who are actively at work at least 20 hours per week.
<b>Dependent Eligibility</b>	<ul style="list-style-type: none"> <li>Eligible dependents are covered to age 26 and will terminate coverage first of the month following 26th Birthday. Disabled dependents are covered regardless of age but must be approved by the plan administrator (claim fiduciary medical management) prior to annual enrollment.</li> </ul>
<b>COBRA Participants</b>	<ul style="list-style-type: none"> <li><b>Dental &amp; Vision:</b> Eligible to elect coverage through COBRA</li> <li><b>Life/AD&amp;D, Disability, EAP:</b> Not eligible to elect coverage through COBRA</li> </ul>
<b>Board members, Trustees, Council Members, or Other Elected officials</b>	<ul style="list-style-type: none"> <li><b>Dental, Vision, Life/AD&amp;D, EAP:</b> Directors, board members, and other elected/appointed officials can only elect plan if they are eligible on the current plan and are subject to the same requirements as Active employees.</li> <li><b>Supplemental Life and Disability:</b> Not eligible</li> </ul>
<b>Retirees</b>	<ul style="list-style-type: none"> <li><b>Dental and Vision:</b> Eligible</li> <li><b>Life/AD&amp;D, Disability, and EAP:</b> Not eligible</li> </ul>

## Dental, Vision, Life, Disability and EAP Program Underwriting Guidelines

<b>Group Size Requirements</b>	
<b>Minimum/Maximum</b> include Full-time Eligible Employees, Part-Time Eligible Employees, Non-Medicare Retirees, and Medicare Retirees, Board Members, Trustees, Council Members, or Other Elected officials	Minimum: 2 Maximum: Up to 50*
<b>Participation Guidelines</b>	
Active Employees, Retirees and Board Members, Trustees, Council Members, or Other Elected officials	<ul style="list-style-type: none"> <li><b>Dental and Vision:</b> 75% of all eligible</li> <li><b>Life/AD&amp;D, Disability, and EAP:</b> 75% of all eligible (Retirees not eligible)</li> </ul>
<b>Employer Contributions</b>	
Contributions should be structured to allocate cost for tiers with dependent coverage. Cash-Back or "Cash-in-lieu-of" employer contributions are not permitted unless a specific exception* has been made by underwriting.	
Active Employees, Board members, Trustees, Council Members, or Other Elected officials	Employer pays 75% of the single-only cost, except for Supplemental Life. 50% suggested contribution for dependents.
Retirees	No minimum employer contribution (for eligible lines of coverage).
<b>Lock-out period</b>	

Small group members will comply with the withdrawal and termination rules of the JPA in which they contract for coverage.

**Plan Selection Guidelines**

Plan Selection

- Dental: Employers can select 1 Dental PPO plan + 1 Dental DHMO
- Vision/EAP: Employers can select one plan to offer their employees and dependents
- Basic Life and AD&D: Employer can select a plan for each class of employee (Designated by level of benefit)

\* At the discretion of Underwriting. See Special Acceptance Terms section of Program Participation Agreement for further detail.

## PROGRAM PARTICIPATION AGREEMENT

The coverage and premiums offered under this agreement are based on the information provided. The submission of any false information may result in the denial of coverage. The provision of known false or misleading information shall render this agreement null and void, and any insurance coverage offered hereunder shall be withdrawn retroactively to the effective date of the policy.

El Dorado County Transit Authority is approved for the following products:

Health ☐

Dental ☐

Vision ☐

Life ☐

Disability ☐

EAP ☒

Future underwriting approval is required for coverage not requested / approved above.

### Special Acceptance Terms

- Rate proposal assumes full takeover of existing benefit plans and carriers.

### Standard Acceptance Terms

- The Underwriting & Eligibility Rules are part of the terms of this agreement and apply unless stated otherwise in the Special Acceptance Terms.
- Proposed rates are guaranteed ONLY for the current population of **El Dorado County Transit Authority**, including all currently covered active employees, retirees and public officials (where approved).
- This proposal includes applicable Affordable Care Act Government Fees (Health plans only).
- Rate proposal assumes current enrollment as provided in census file submitted in Interest Packet. PRISM reserves the right to potentially non-renew if the following changes occur and no corrective action is taken by the member organization:
  - If total program enrollment changes by more than 10%.
  - If the distribution of Actives versus non-Medicare Retirees changes by more than 10%.
  - If the tiered enrollment distribution changes by more than 10%.
  - If employer's contribution towards the employee only cost falls below 75%. This proposal assumes current employer contribution is at least 75% of employee-only cost unless a specific exception has been provided by underwriting. Contribution requirement does not apply to Supplemental Life.

### GENERAL AGREEMENT AND SIGNATURE

Effective date requested: \_\_\_\_\_ (Actual date will be assigned by PRISM if application is accepted). Application is hereby made to PRISM or the appropriate affiliated company for Employee Benefits coverage identified above. If this application is accepted, this Program Participation Agreement will become part of the agreement to join the program.

Upon Acceptance of the application, **El Dorado County Transit Authority** will inform all persons who are eligible for coverage that they may apply for PRISM coverage under the Agreement/Policy. By signing below **El Dorado County Transit Authority** acknowledges receipt of and adherence to PRISM's underwriting and eligibility guidelines and the terms of the Program Participation Agreement.

By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Authorized Signature)

Printed Name: \_\_\_\_\_

AGENDA ITEM 1G  
Consent Item

**MEMORANDUM**

**DATE:** August 4, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** Adopt Resolutions to File and Execute Documents for the FY 2022/23 California State of Good Repair Grant Program

**REQUESTED ACTION:**  
**BY MOTION,**

1. Adopt Resolution No. 22-21 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Grant Program
2. Adopt Resolution No. 22-22 Authorizing the California State of Good Repair Project List
3. Approve Capital Improvement Project 23-02 for Bus Parking Lot Rehabilitation

**BACKGROUND**

On April 28, 2017 Senate Bill 1 (SB1) known as the Road Repair and Accountability Act of 2017 was signed into law by Governor Brown. SB1 provides new on-going funding under several programs for a variety of transportation purposes. The State of Good Repair (SGR) Program which is managed by Caltrans provides \$105 million annually to transit operators to invest in the upgrade, repair, and improvement of their agency's infrastructure. The SGR Program is funded from a Transportation Improvement Fee on vehicle registrations. These funds are allocated to eligible agencies under the existing State Transit Assistance (STA) Program formula – according to population and farebox revenues. The only eligible entity to receive the direct allocation on the Western Slope is the El Dorado County Transportation Commission (EDCTC). The El Dorado County Transit Authority (El Dorado Transit) is the only transit operator eligible for the sub-allocation of SGR funds on the Western Slope of El Dorado County.

Prior to receiving an apportionment of SGR funds in a given fiscal year, a potential recipient agency must submit to Caltrans a resolution for authorization for the execution of the certifications and assurances and a resolution listing the projects proposed for funding. Each proposal must include a description and location of the project, a proposed schedule for the project's completion, the estimated useful life of the improvement and description of the project benefits. Caltrans will then establish a list of all agencies that have submitted the required information and are eligible to receive an apportionment of funds.



El Dorado Transit staff is recommending the following projects that are eligible for SGR funding:

1. Primary Project – Bus Parking Lot Rehabilitation  
*Repaving of bus parking lot, and upgrades for charging infrastructure*
2. Secondary Project – Fleet Repair and Rehabilitation  
*Preventative maintenance for revenue vehicles*

## **DISCUSSION**

Per the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority, April 29, 2008, Section 11.3, “*The EDCTA shall actively seek maximum utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures in determining what local funding requirements shall be.*”

Adoption of these resolutions allows agency staff to move forward with the submittal process for the SGR program. Funds would be spent on the primary project Bus Parking Lot Rehabilitation first and the secondary project Fleet Repair and Rehabilitation second. Staff recommends the Board consider the above projects for submission to the EDCTC and authorize the Executive Director to execute all documents for the FY 2022/23 California SB1 State of Good Repair Grant Program.

The attached Capital Improvement Project (CIP) 23-02 is for Bus Parking Lot Rehabilitation including the removal and replacement of asphalt, moving concrete curbs, upgrades for charging infrastructure, new striping, and other improvements.

## **FISCAL IMPACT**

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Bus Parking Lot Rehabilitation	\$350,000
Contingency 10%	<u>\$ 35,000</u>
<i>Total Project Cost</i>	<i>\$385,000</i>

### *FUNDING SOURCES*

SB1 State of Good Repair Grant	\$285,297
Transportation Development Act	<u>\$ 99,703</u>
<i>Total Revenue</i>	<i>\$385,000</i>

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-21**

**AUTHORIZATION FOR THE EXECUTION OF THE  
CERTIFICATIONS AND ASSURANCES  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

**WHEREAS**, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

**WHEREAS**, the El Dorado County Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Matthew Mauk, Executive Director.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the El Dorado County Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that Matthew Mauk, Executive Director be authorized to execute all required documents of the SGR program and any amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a meeting of said Board, held on the 4<sup>th</sup> Day of August 2022, by the following vote of said Board:

**AYES:**                                      **NOES:**                                      **ABSTAIN:**                                      **ABSENT:**

\_\_\_\_\_  
John Hidahl, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-22**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE EL DORADO COUNTY TRANSIT AUTHORITY  
AUTHORIZATION FOR THE EXECUTION OF THE PROJECT LIST  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

**WHEREAS**, the El Dorado County Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

**WHEREAS**, the El Dorado County Transit Authority wishes to implement the projects listed on the SGR project list,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the El Dorado County Transit Authority that it hereby authorizes the submittal of the following project nominations to the Department for FY 2022-23 SGR funds:

*Project #1: Bus Parking Lot Rehabilitation*

*Project #2: Fleet Repair and Rehabilitation*

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a meeting of said Board, held on the 4<sup>th</sup> Day of August, 2022, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

John Hidahl, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

## **Bus Parking Lot Rehabilitation**

Project No. 23-02

The El Dorado County Transit Authority (El Dorado Transit) parks all vehicle assets on site at our facility located on the northeastern portion of the property. The parking area has interior and perimeter lighting, chain link fencing, a paved surface and mechanical entry gate.

The pavement condition is degraded significantly and needs repair. In addition, bus charging infrastructure and parking lot layout improvements were recommended in the Zero Emission Vehicle Rollout and Implementation Plan.

This project will include the removal and replacement of asphalt, moving concrete curbs, installation of underground conduit, new striping, and other improvements.

If the project is below budget, excess grant funds will go toward vehicle maintenance.

### *COST SUMMARY (ESTIMATE)*

	Adopted <u>Budget</u>
Bus Parking Lot Rehabilitation	\$350,000
Contingency 10%	<u>\$ 35,000</u>
<i>Total Project Cost</i>	<i>\$385,000</i>

### *FUNDING SOURCES*

SB1 State of Good Repair Grant	\$285,297
Transportation Development Act	<u>\$ 99,703</u>
<i>Total Revenue</i>	<i>\$385,000</i>

AGENDA ITEM 3A  
Information Item

**MEMORANDUM**

**DATE:** August 4, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** 2022 Fair Shuttle Ridership

**REQUESTED ACTION:**

**BY MOTION,**  
No action. Information item.

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) once again provided the El Dorado County Fair Shuttle on June 16-19, 2022. The shuttle ran from ½ hour before opening to ½ hour after closing each of the four days of the Fair. This was the thirtieth (30th) year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two (2) different parking locations including the Library/Government Center on Ray Lawyer Drive and the Ray Lawyer Drive Park and Ride.

The Fair shuttle service was funded by a grant from the El Dorado County Air Quality Management District under the AB2766 program, and with support from the El Dorado County Fair Association.

**DISCUSSION**

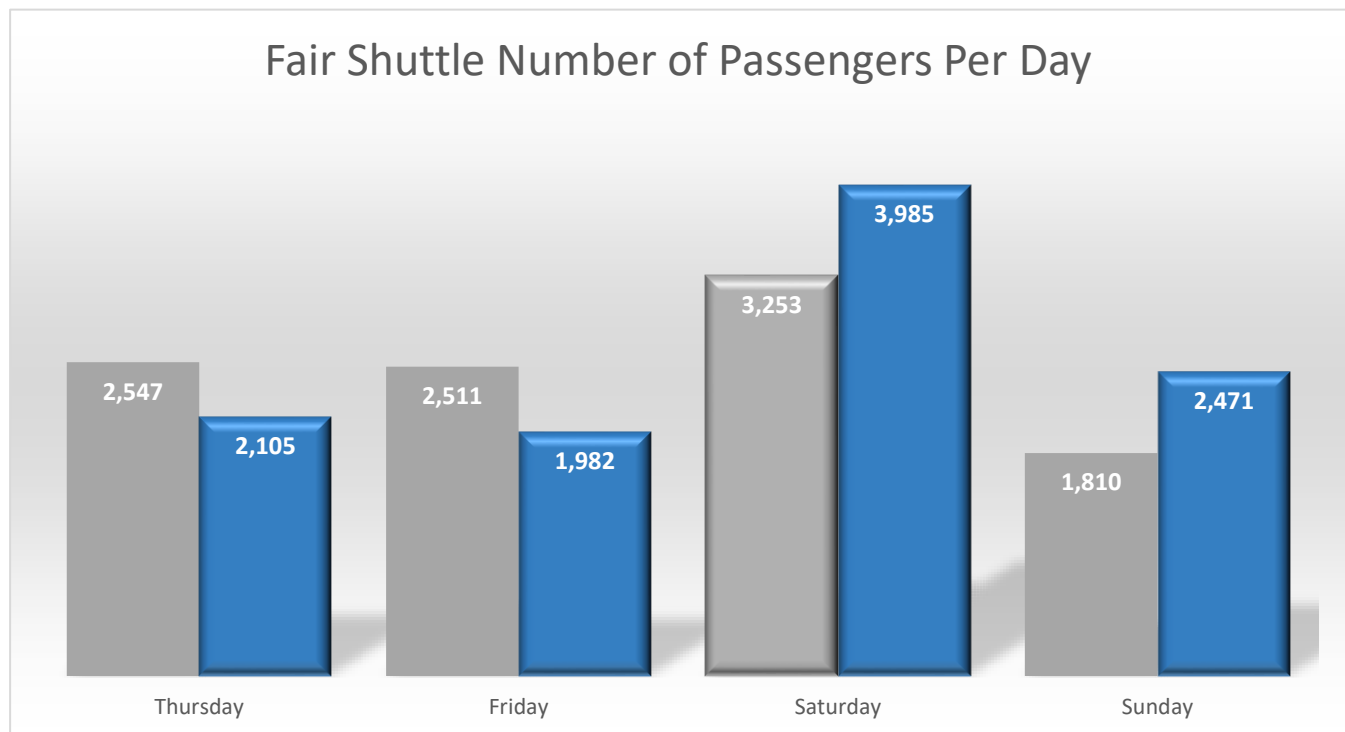
During the 2022 Fair Shuttle, El Dorado Transit provided 10,543 passenger trips for an average of just over 2,600 people per day. This was an increase of 422 passengers or 5.2 percent compared to the last time the Fair was held in 2019. The following page contains ridership data per day compared to 2019. Overall, the 2022 Fair Shuttle operation went smoothly with very positive feedback from passengers. The only disruptions in service were caused by event traffic stoppages on Placerville Drive.

El Dorado Transit acknowledges the support of our community partners, including the El Dorado County Air Quality Management District, the El Dorado County Fair Association, the El Dorado County Library, and Government Center staff, for their support in providing the free parking and shuttle services. Management commends El Dorado Transit staff for running another productive, safe, and friendly shuttle operation.

## El Dorado County Fair Shuttle Ridership Comparison



Day	2019 Trips	2022 Trips	Difference	% Difference
Thursday	2,547	2,105	-442	-17.4%
Friday	2,511	1,982	-529	-21.1%
Saturday	3,253	3,985	732	22.5%
Sunday	1,810	2,471	661	36.5%
<b>Total</b>	<b>10,121</b>	<b>10,543</b>	<b>422</b>	<b>5.2%</b>





## Newsletter

July - September  
Volume 6 – Number 3



### El Dorado Transit Annual Safety Awards

El Dorado Transit is pleased to acknowledge seventeen (17) of its eligible Transit drivers for earning a Safe Driving Award for 2021. Safety awards are presented annually to El Dorado Transit drivers that have not been involved in any on-the-job moving violations or chargeable accidents, having worked a minimum of 1800 hours during the calendar year. Among the honorees for 2021 were drivers receiving awards ranging from one (1) year, up to twelve (12) consecutive years of safe driving. These included veteran drivers John Hill (2 years of safe driving), Julie Lirette (3 years of safe driving), and Arthur Laarveld (7 years of safe driving).

El Dorado Transit drivers are trained and licensed to operate a wide variety of transit vehicles. They skillfully navigate a wide array of driving conditions from downtown Sacramento to the mountains in eastern El Dorado County. In 2021, El Dorado Transit drivers provided 112,600 passenger trips, traveled 687,467 miles, and clocked 41,303 hours in passenger service.

El Dorado Transit drivers continued to demonstrate exceptional driving skill in 2021 and consistently provided safe service to the riding public. The El Dorado Transit Board of Directors and management is proud to highlight the outstanding caliber of all our drivers and thanks them for their exceptional service to the public.



### El Dorado County Fair Free Shuttle a Success!

El Dorado Transit is pleased to report that 10,543 passengers took advantage of the free shuttle service to the 2022 El Dorado County Fair. The shuttle ran from ½ hour before opening to ½ hour after closing all four days of the Fair.

This was the thirtieth (30th) year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two (2) different parking locations including the Library/Government Center on Ray Lawyer Drive and the Ray Lawyer Drive Park and Ride.

The Fair shuttle is funded by a grant from the El Dorado County Air Quality Management District with AB2766 funds, and with support from the El Dorado County Fair Association. El Dorado Transit would like to acknowledge our community partners at the El Dorado County Library and Government Center for their support in providing free parking for shuttle riders.



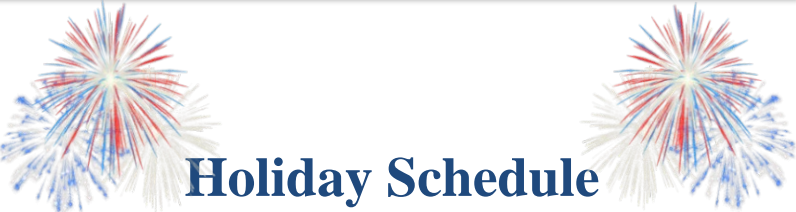
## Summer Sale on Local Fixed Route Monthly Passes

El Dorado Transit is pleased to continue to offer discounted rates on Local Fixed routes. The summer sale on monthly passes for July, August and September 2022 are as follows:

- General Monthly Local Pass - \$20.00 (originally \$60.00)
- Senior/Disabled Monthly Local Pass - \$10.00 (originally \$30.00)
- Student K-12 Monthly Local Pass - \$10.00 (originally \$30.00)

\*Students in grades K-12 can purchase a \$5 Student Summer Go Pass for the month of July.

For pass sales information please visit [eldoradotransit.com/faresandpasses/](http://eldoradotransit.com/faresandpasses/).



## Holiday Schedule July – September Holiday Schedule

- Monday, July 4<sup>th</sup> .....Independence Day
- Monday, September 5<sup>th</sup> .....Labor Day

No service except the Sacramento/ South Lake Tahoe Connecting bus will be the only operating service on a holiday schedule. For more information visit [www.eldoradotransit.com](http://www.eldoradotransit.com).



El Dorado Transit highly recommends face masks be worn when riding on public transportation, but masks are no longer required.

The California Public Health Department **strongly recommends** that individuals continue to mask while on public transit and indoors in transit hubs to continue protecting our most vulnerable and those communities disproportionately impacted by COVID-19.

## El Dorado Transit is Hiring!

El Dorado Transit is currently hiring. Competitive wages and benefits include; hiring bonus of up to \$2,000, paid training, CalPERS retirement, full health, dental and vision benefits, paid vacations and holidays.

Applications, job descriptions, and information can be found at the El Dorado Transit website in the Careers section or in the El Dorado Transit office located at 6565 Commerce Way in Diamond Springs.

## Keep up with all the latest news and information from El Dorado Transit...

SIGN UP FOR RIDER ALERTS



Routeshout 2.0