



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
THE SOUTH SHORE TRANSPORTATION MANAGEMENT ASSOCIATION**  
Friday, June 25, 2021

**TIME AND PLACE OF MEETING**

A regular meeting of the Board of Directors (the “**Board**”) of the South Shore Transportation Management Association, a Nevada nonprofit corporation (“**SS/TMA**”) was held VIRTUALLY VIA ZOOM/CONFERENCE CALL on the date set forth above at 8:30 AM, local time, pursuant to a meeting notice duly given to all of the members of the Board in accordance with Section 4.10 of the Bylaws of the Corporation (the “**Bylaws**”).

**BOARD MEETING MINUTES**

**QUORUM AND CALL TO ORDER**

**1. Welcome and Introductions**

Board Chair Mr. Teshara called the meeting to order at 8:33 am. Based on the number of directors in attendance at the meeting, identified via rollcall, it was determined that a quorum was present and that the meeting could proceed.

**The following Directors were present at the meeting, via virtual meeting:**

Ryan Smith  
Jerry Bindel  
Steve Teshara  
Frank Gerdeman  
Ami Chilton  
Chris Proctor  
Carol Chaplin  
Darcie Goodman Collins  
Gavin Feiger  
Mike Bradford

**The following Directors were not present:**

N/A

**The following guests were present at the meeting:**

Wes Rice (Douglas County), Michelle Glickert (TRPA), Kira Smith (TRPA).

**Legal counsel** for SS/TMA (Marissa C. Fox, Esq., from Scale LLP) was not present.

**2. Adoption of Open Session Meeting Minutes - Meetings of April 16, 2021 (corrected) and May 21, 2021**

April 16 meeting (corrected on May 21): Mr. Bradford moves to adopt, Ms. Chaplin seconds, unanimous approval.

May 21 meeting: Mr. smooth moves to adopt, Mr. Bindel seconds, Mr. Bradford and Mr. Feiger abstain, unanimous approval.

**3. Discussion and Possible Action to Approve an Amendment to the South Shore Transportation Management Association (SS/TMA) Consultant Services Agreement with the Tahoe Regional Planning Agency (TRPA) to extend the Agreement for two years (FY 21-22 and FY 22-23) and add elements to the Scope of Services.**

Kira Smith (TRPA) is managing this agreement.

Mr. Teshara notes that the Scope amendments made since the previous agreement are primarily around Commute Tahoe and increasing invoicing/summarizing progress to quarterly instead of annually.

Ms. Smith explains that TRPA normally does this agreement every 3 years, but the new TRPA grant manager recommends 2 years for this agreement, anticipating a 5-year contract starting in 2024.

Ms. Glickert adds that contracting is flexible and SSTMA is still rebuilding so TRPA could add new tasks and funding over the years.

Mr. Feiger asks for details on section 3 – the two (2) required meetings.

- Mr. Teshara and Ms. Glickert clarify that the deliverable is 2 meetings over 2 years, in line with TDM meetings over last few years – 1 per year.

Mr. Feiger moves to approve the amendment to the agreement, Mr. Bradford seconds, unanimous approval.

**4. Discussion and Possible Further SS/TMA Direction - Commute Tahoe Program**

Ms. Smith provides an update from the Commute Tahoe Steering Committee: hosted 2 orientation sessions in June for employers, had around 15 employers join the 2 sessions. Steering Committee will be working with these employers and have identified a few others over the summer to get employer and employee surveys done by August. The Commute Tahoe Workplan includes a meeting in late summer/fall to get feedback from employers taking part in this pilot program, and make changes for next year. Will also recognize employers that are participating with official certification. Will start looking at code changes in September, already getting good feedback.

Mr. Teshara requests a list of employers already participating? And, what are you looking for code amendments?

- Ms. Smith said she will send the list.

Ms. Smith and Ms. Glickert provide more detail on the TRPA Employer Trip Reduction Program Code updates: TRPA staff is talking internally and receiving employer feedback, looking at 5-6 months to update the Code and a pretty robust update, including adding more employers (less than 100 employees) and giving it more “teeth” – smaller employers do x and larger do more.

Ms. Chilton updates that LTCC is going to participate, but trying to figure out how with seasonal employees and various departments and lengths of employment. She adds that the orientation was great – clear and helpful.

Mr. Smith updates that Vail ran the program through their legal department and all is good to go forward.

Mr. Feiger suggests that the SSTMA consider helping host the late summer/fall meeting to support TRPA and Commute Tahoe, and potentially meet our TRPA agreement obligation concerning hosting an annual meeting.

## **5. Report on TTD/C Board Meeting of June 18, 2021 - Darcie Collins**

Ms. Collins noted that Mr. Rice was also present and provided a summary:

- Board meeting:
  - Reviewed FY21-22 budget. There was some onetime funding for electric buses that was carried over. Biggest continued challenge was bus driver recruitment and retainment – TTD is contracting out a salary study and looking at other transportation systems to see what kind of incentives and programs they have that are effective.
  - The East Shore Express is not happening this year due to driver shortages. North Shore microtransit (TART Connect) is launching June 24<sup>th</sup>.
    - Mr. Teshara shared his concern about east shore express – one of TTD’s most popular services and with issue around the Incline Village mobility hub, this would be very important. What about TTD moving resources to this from other services?
      - Ms. Collins was also frustrated and noted that the TTD Board didn’t know the service was going to be cut until last minute, so they didn’t have the opportunity to help problem solve.
      - Ms. Chaplin notes that other transportation providers are not necessarily facing the same issues, Aramark for example has to run shuttles for cruises and Amador is increasing Reno airport bus services because rental cars are hard to get.
      - Mr. Rice also asks what are other transportation providers doing, why no coordination?
      - Ms. Collins and Mr. Smith agree that this issue highlights the need to coordinate and propose that this could be a good role for the SSTMA.
      - Mr. Teshara notes that TTD used to have a transit subcommittee, but it fell away due to lack of engagement from the subcommittee and TTD’s ability to provide staff support and proposes that SSTMA could step into that role as it is clearly an unmet need.
  - TTD will be updating its Short Range Transit Plan (SRTP) – still operating under the 2017 SRTP. TTD will not be conducting a full needs assessment, but the City is going to do something along these lines and that should be incorporated into TTD’s 2021 SRTP.
  - After the public meeting, the TTD board held a retreat. Ms. Collins will provide a summary and, based on that, she suggests the SSTMA Board discuss the goals and priorities in more detail at an upcoming meeting. She would like the board’s input on recommended priorities for TTD because they are stretched too thin.
    - Mr. Rice adds that TTD will be setting up 3 subcommittees: one to work on priorities, one to identify resources to achieve goals, and the third to come up with metrics for tracking and evaluation.
    - Ms. Collins adds that TTD is also looking at transit and workforce committees.
    - Mr. Teshara notes that TTD needs a Deputy Director with skills to handle capital projects and support Director Hasty because staff is spread too thin, and it could be part of succession planning for leadership positions.

## **6. Additional Board Member Reports**

Mr. Smith notes that Heavenly is starting to worry about finding drivers for Heavenly Resort and Lakeland (Heavenly manages this property) shuttles. The operations team is discussing opportunities to integrate services with other existing and maybe even new services.

Mr. Teshara provides three updates:

- Tahoe Trails survey out right now – Gavin to send out survey with meeting notes: [www.tahoetrailsplan.org](http://www.tahoetrailsplan.org).

- NDOT is starting to revive its Highway 50 East Corridor Management Plan and proposes SSTMA engage in the planning process, maybe in the fall after things slow down in Tahoe. The project team is doing field surveys right now – going to be at Kahle tomorrow for example.
- TTD and TRPA are signing a contract with a consultant to help keep the sustainable regional revenue source effort going.

Mr. Feiger reminds the group that there are 5 days left in the Tahoe Bike Challenge and notes that if you're on a team this is the time to really up your rides.

Ms. Chaplin updates that the Reno airport is very busy – there is no parking (looking for outside parking) and they are low on rental cars. There is more air service now than ever in 90 years of operation. Outdoor recreation destinations are very popular right now. TSA is having trouble getting enough employees.

Mr. Gerdeman proposes skipping the July SSTMA Board meeting and notes that the Comms/Ed Committee not meeting in July.

- Mr. Teshara notes that El Dorado County wants to give an update in July.
- Ms. Collins adds that she would like input for the July TTD meeting.
- Consensus is that we will hold a meeting over Zoom.

#### **5. Other Items (as time allows), Future SS/TMA Agenda Items**

Future SS/TMA Agenda Items – nothing specific.

Confirm Next Board Meeting Date – July 16 tentative.

#### **6. Adjournment of Regular Board Meeting**

Mr. Teshara confirms the next Regular Meeting Date as tentative for Friday July 16<sup>th</sup>, beginning at 8:30 am, via Zoom. There being no further public business to come before the Board, Chair Teshara adjourned the meeting at 9:30 am.