

**California Association of School Transportation Officials
State Board Meeting**



**MINUTES
Friday June 5, 2020
11:00am – 2:00pm
Google Meeting**

I. OPENING – President Tony Peregrina 11:23am

A. Pledge of Allegiance - Tony Peregrina

B. Attendance

1. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 17, 18, 19, 20

President, 1st VP, 2nd VP, Secretary, Treasurer, Past President, Professional Associate Rep., ~~Contractor Rep.~~, Sustaining Member Rep., CASTOway's Editor, CASBO Rep., CDE Rep., ~~DMV Rep.~~, ~~Legislative Rep.~~

2. *Verification of Eligibility* –

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 17, 18, 19, 20

C. Introductions and Welcome -State Board, Executive Board, Audience

D. Minutes of Prior Meetings – Typo in the Treasurer Report, extra number in the total, minutes have been corrected. Tony explained that all voting board members will open their microphone and they will vote yes or no, if Tony or the Executive Board hears a no vote he will call for a roll call vote of no, identify who you are and the chapter you represent and an explanation of you vote if you choose. (M) Sam Anderson (S) Justin Gregori (C) Motion was for the last two prior meeting minutes, January and February, as well as with the corrections needed.

E. Correspondence None at this time.

F. Additions / Changes to the Agenda – Tony Peregrina (M) Pam McDonald (S) Tania Kaylor (C) Motion was not needed as no changes were made.

II. Reports

A. Treasurer – Christina Celeste, checking \$138,175.68, savings \$5,791.99 total \$143,967.67. Christina shared the current operating budget 2019-2020 and the proposed budget for 2020-2021. Sam had a few questions regarding the Rodeos funds and if they would be refunded. Sam had concerns regarding the conference expenses, increase of the food and beverage that was spend. We had more attendees than what was expected from when the budget was created which increased the costs. (M) Mike Sawyer (S) Sam Anderson (C)

B. Membership – Mike Sawyer - Emails have gone out to remind all that memberships dues are do. Letters have been sent out that we are no longer accepting payroll deductions. Membership is currently at 1948 total members. Mike asked that as you are adding members to your membership bundles that you include the chapter affiliation. Total number of members by chapter, Chapter 1 - 113, 2 - 216, 3 – 242, 4 – 62, 5 – 13, 6 – 144, 7 – 116, 8 – 77, 9 – 28, 10 – 144, 12 – 154, 13 – 225, 14 – 153, 15 – 9, 17 – 25, 18 – 80, 19 – 37, 20 – 56, Vendors – 54

C. State Officers – Executive Board

D. Special Representatives –

1. *California Department of Education* – Anna Borges – Their office is limited to the amount of time and employees that can be in the office at this time. All are working remotely although they alternate who will be in the office at one time, continuing to try to do business as much as possible. They are receiving application for recertification and delegated behind the wheel trainer application, and as soon as the travel restrictions are lifted, they will go and conduct that. They have come up with a plan to achieve those things keeping every precaution. They have full class that are waiting to attend, recertification waiting as well as delegates waiting and as soon as they get approval they will proceed forward. Instructor Information Bulletin 20-66, we recognize after 50 years of doing something the same way but also when statutory requirements came in in the education code talking about Instructors being there was no access to zoom, MS team or webinars, we have been discussing that idea since COVID really kicked in. After a passionate discussion we said we have to allow distant learning, the requirements remain the same we are just doing it virtual, there is nothing that changes. Amber asked will we resend the virtual class when this is over and the answer is no, this is the new way. The only way it will be resended is if it is proven to not work. Should you specify on the T01 that it was a virtual class, yes you should. CDE is preparing a document with guidelines (things to consider) that should be out soon and as soon as it is OST will send it out. Yes, each School District will be required to create their own plan to address these things, Transportation, kids on a playground, you might as well as update your safety plan and incorporate everything into it because that is going to be the new norm. Plastic face shields that is going to be an issue due to the visual it may be more an issue than a plus. Social distancing per CDC Guidelines. We have a lined with DMV regarding expirations date, with no penalties. Anna and Dave Birchman had a conversation and believes that the June 30, 2020 expiration date believes the Feds will extend the expiration date and the Governor will put it into an emergency order to extend it as well. Don't know if it will be 30 or 60 days.
2. *Sustaining Member Representative* - Jason Hohalek – Jason thanked CASTO for allowing him to continue to be apart of our organization. It has been a tough four months; all of the manufactures have shut down for a period of time not because a lack of orders but because of a supply chain aspect. The suppliers have been forced to shut down for one reason or another forced to change their practices. They have been working with Craig Weaver from CHP regarding a polycarbonic spit guard that will go behind the driver. And they are also working on a design of some kind of clear separation between the seats that would not impair the visibility to allow every seat to be use. He is working with the manufacturer and supplier to stay in touch not only for the conference and shows to ensure that they are going to participate because he knows that is part of the funding for the organization. Cleaning buses, there is technology available for decontaminating buses wither it's with electrostatic sprayer or a fogging system. Amber asked are the cleaning chemicals hypoallergenic and how long after cleaning can the buses be used? So, each chemical is going to be a little different, the electrostatic sprayers it does leave a residue that needs to be wiped up that aeration time is about 20-30 minutes depending on the size of the bus. Within 10 minutes of contact the virus or bacteria is exterminated. The fogging system it's a dry fog so once you fog the bus and you aerate the bus for about 10 minutes the driver can go into the bus it is safe to function. And there is no need to wipe down the bus. John would like to know if the barrier will be scratch resistance? Yes, the polycarbonic barrier will be. There are still grants available, Carl Moyer, Volkswagen. Gilbert would like to know what the average cost of the machines and solutions are? Electrostatics range

from \$850 to \$4-5000 depending on the machine. The fogging system which are more of a fixture range from \$14,000. to \$19,000.

3. *Contractors Representative* – ~~Erin Borda~~, no report, bad connection.
4. *CASBO Representative* – Matt Sanchez – not much to report right now, just took over.

III. Standing Committee Report

1. Legislation – ~~Nico Chavez~~, no report
2. Rodeo Report – Doug Smith – nothing to report, the International committee has cancelled their Rodeo. Looking forward to next year hoping we have Rodeos.
3. CASTOway's – Kristy Fletcher / Ted Saltzstein, no report
4. Access & Mobility – Tony Peregrina – no report
5. Fundraiser / Bingo – Dano Rybar – March 14 we have shut down, we are waiting on the Governor to issue our guidelines to reopen. The landlord who we rent the hall from has waved the rent for April and May, did get an invoice for June but have not paid it yet waiting until the hall opens before they pay the rent. What they do know is that before you open any business in the state you are required to provide training by CDC guidelines. The had a meeting a couple of weeks ago and 31 volunteers show up they provided dinner, Tony came and talked to the volunteers. The goal is once we get to phase 3 of the Governors Stay at Home orders, we can reopen the doors. Sunday only no longer Friday night. Financial we are doing fine right now.
6. CASTOways.org Web page – Mike Sawyer

IV. Business and Issues

A. Old Business

1. 2020 State Conference – Dano Rybar, Christina Celeste, Kerri Gardner, Stephanie Oliver, Donna King – Christina send out a supplement report per email, the information is taken right off the current operating budget. The net income is \$91,892.64. We had 48 Vendors, \$1,660.00 still outstanding, 591 attendees, \$9,147.00. Outstanding for a total of \$10,807.00 total outstanding of which \$500.00 is a sponsorship from Chapter 2 DTAC, we should be receiving soon. Pam said Thank God we had the conference in February because it saved CASTO this year. Dano agreed, financially with the revenue we received this year we would not be sitting with the money we have in the checking account, its impressive. Pam thanked Donna King for the excellent job she did in selling out the Vendor Show as well as Kerri Gardner running around making sure the programs were successful.

B. New Business

1. 2020 – 2021 State Conference Proposed Budget – Christina Celeste (M) Pam McDonald (S) Sam Anderson Christina explained that you will see some ideas that show \$1.00 the reason they show \$1.00 is we did not want to remove the line item from the budget but we also did not want to budget anything in the line item and the new QuickBooks online software you can't have something appear on the report without a dollar amount in the line item. Sam had a question under expenses NCST was there last year, Christina said it was moved to the State Board Admin side, that is to pay for registration and travel to get Anna and Tony or anyone else there to the conference. On page 3 under Presidents Reception what is the plan for that \$3,000.00? Typically, it is for any awards or gifts, items the President gives to his Board Members and Chapter Presidents. On page 4 under Administrative is that \$500.00 a set amount we have already spend that amount

already. Not necessarily, the amount that you saw for this year included some fraudulent chargers on the credit card that we are still disputing some of those charges. So, more funds were allocated to there than needed. Right underneath there, banquet breaks, are we anticipating that all our meeting this year are going to be virtual? Yes, that is why, and the same for lodging, Yes. And the expense for the storage unit, \$500.00? We have already spent almost \$1,200.00. We don't know what the invoice is going to be for this year, we were under the impression the previous amount was for two years but we are not so sure now, so we will be getting in touch with the storage unit for clarification and if needed we can revise the budget. Pam stated we are hoping to have our conference and June 2021 meeting in person. (M) Pam McDonald (S) Sam Anderson (C)

2. 2020 – 2021 Calendar – Tony Peregrina Everyone has received the calendar for 2020-2021. The Officers Workshop in Oceano scheduled for July has been cancelled. Mechanic Workshop in July has been rescheduled in October with the Managers Forum but the vendors we have used both in Northern and Southern California have told us that they cannot schedule events until we are in Phase 4 and they don't believe we will be there through 2020. We are hoping that we can combine all events into one at our State Conference in March 2021. October 1, 2020 will be our deadline to make a decision about cancelling the Conference in March, that requires board approval because it is a requirement to have a State Conference. All the meeting will be virtual all the way to the State Conference. How is everyone about having meetings on Friday and can we start the meeting earlier? Friday is fine keeping it between these hours so Drivers can attend between their breaks. Mike will continue to put the meetings on the website to register.
3. New Way of Doing Business, State and Chapters – Tony Peregrina – This is it... its virtual until further notice. Each Chapter has their own restriction and you are opening in your own manner at your own time. If your chapter is one that has not been effective by restriction and you can meet in person then you need to clear it with the board, send us your request with your plans. We are planning on doing 1-hour webinars, in a couple of tiers, Management, Drivers, Mechanics for free.
4. Reopening California - Tony Peregrina, – Forming a committee (task force) to discuss the reopening California needs a chairperson and as many administrator of Transportation as possible from as many areas as that we can, we need to hear your issues, your problems so we can start creating solution. At the end of this committee we create a document with as many solutions as we can. Nanette Rondeau would you take on the responsibility to chair this committee? Nanette has agreed to chair the committee. Send Nanette an email if you would like to be apart of this committee. The committee will meet once a week for one hour.
5. CASTO Web page – Mike Sawyer – As you all start to plan things send them to him and he will add them to the website michael.sawyer@smusd.org. Everything is update on the website, the Presidents message is on there, save the date Mechanics flyer for next school year 2021.
6. School Transportation Business Management Forum / Mechanic's Workshop CA Best Tech & Inspection – Pam McDonald, Matt Thomas, Justin Gregori, Tony Lavezzo - CANCELLED. We will be having one-hour webinars to subsidized training until we can meet in person again.
7. 2021 State Conference – Dano Rybar – No Hotels can host events of over 100 person until we get to stage 4, if you look at the California Covid 19 website [covid19.ca.gov](https://www.covid19.ca.gov) it identifies when does the state go to stage 4 and that's when we have a possible vaccine or control of this virus. Having a conference in March is still scheduled the Delta by Marriott does not want to postpone it yet but under regulation they will have to cancel it on their in, if we are not in stage 4. The one thing we have in our contract for the March 2021 states is, any time that it is illegal or impossible to provide the use of the hotel

facilities including the act of God, war, government regulation, disasters, strikes, civil disorder or curtailment of transportation facilities we have the right to back out without being responsible for any fees. We have an October 2020 deadline to make the decision about the March 2021 Conference.

V. INFORMATION EXCHANGE

A. Chapter News – Chapter Presidents

1, 2, 4, 6, 7, 8, 10, 12, 13, 14, 15, 17, 18, 19, 20

VI. ADJOURNMENT 2:34pm (M) Tania Kaylor (S) Justin Gregori (C)