

**Administration and Finance Committee
Summary Minutes
November 1, 2012**

The meeting was called to order at 9:00 a.m. at the Walnut Creek offices of Hanson Bridgett.
Those in attendance were:

Board of Directors: Al Dessayer
Gregg Manning

Staff: General Manager Rick Ramacier
Director of Maintenance Scott Mitchell
Legal Counsel Pat Glenn

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of October 9, 2012- Approved.
4. Closed Session: Conference with Labor Negotiator (pursuant to Government Code Section 54957.6 regarding Amalgamated Transit Union, Local 1605; Machinists Automotive Trades District Lodge No. 1173; Teamsters Union, Local 856, AFL-CIO, Transit Supervisors- The committee met with the General Manager Ramacier, Legal Counsel Pat Glenn and staff in closed session and reported back in open session that no decisions had been made.
5. Review of Vendor Bills, October 2012- The committee reviewed the vendor bills.
6. Legal Services Statement, August 2012 Labor & General- Approved.
7. Adjournment- The meeting was adjourned. The next meetings will be Friday, December 7, and Friday, January 11 at 9:00 am at the Hanson Bridgett offices in Walnut Creek.

Rick Ramacier, General Manager