

Administration and Finance Committee
Summary Minutes
October 28, 2015

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

Committee Members: Director Don Tatzin
 Director Al Dessayer
 Director Bob Simmons
 Director Sue Noack

Staff: General Manager Rick Ramacier
 Director of Finance Kathy Casenave

Public: Ralph Hoffmann

1. Approval of Agenda- Approved.
2. Public Communication- Mr. Hoffmann spoke about El Nino and whether CCCTA will be prepared..
3. Selection of Chair- The committee selected Director Bob Simmons as Chair.
4. Approval of Minutes of October 7, 2015- Approved.
5. CCCTA's Loss Trends- Director of Finance Casenave reported that the liability pool of which CCCTA is a member has issued a report of loss trends for FY 11, 12 & 13. CCCTA had an average cost of \$35 per 1,000 miles driven, which compared favorably to the pool average of \$46 per 1,000 miles driven. CCCTA's experience modification rate of .838 is also less than the average for the pool members. The pool consists of 33 California transit operators, of which CCCTA is the 6th largest. Reviewed.
6. Review of Vendor Bill, October 2015- Reviewed.
7. Legal Services Statement, August 2015- General and Labor- Approved.
8. Adjournment- The meeting was adjourned. The next meeting is scheduled for Wednesday, December 2 at 9:00 a.m.

Kathy Casenave, Director of Finance