



# Siskiyou Transportation Agency

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## Minutes of the Siskiyou County Local Transportation Commission

Date: April 8, 2025

The Siskiyou County Local Transportation Commission meeting of April 8, 2025, was called to order by Chair Kobseff at 12:32 p.m. at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

### Directors in attendance included:

Michael N Kobseff  
Matthew Bryan  
Mercedes Garcia

Nancy Ogren  
Jess Harris

### Directors absent from the meeting:

Cliff Munson  
Pat Vela

Ed Valenzuela

### Other Staff Present In-Person:

Melissa Cummins, Executive Director  
Andy Gilman, Transportation Services Coordinator  
Angie Stumbaugh, Transportation Services Manager

The agenda items included:

Roll Call – Director Kobseff called the meeting to order at 12:32 p.m.

Directors present in-person included Bryan, Garcia, Harris, Kobseff, and Ogren.

### **15) Presentation from the Public - None**

### **16) Consent Agenda Action Items**

- A. STAGE staff report including ridership report.
- B. Approval of the minutes of the regular meeting on February 11, 2025.
- C. Receive and accept the audited financial statements for Siskiyou Transit and General Express (STAGE) for FY 2023/2024.
- D. Approve contract between Jiffy's Truck School and Siskiyou Transportation Agency for required driver training, for the term of July 1, 2024, to June 30, 2025, for a total contract not to exceed of \$ 19,000.

### 2024 Board of Directors

Nancy Ogren  
Sue Tavalero

Bruce Deutsch  
Paul McCoy

Michael Kobseff  
Brandon Criss

Ed Valenzuela  
Julia Mason

E. Adopt resolution setting the meeting schedule for calendar year 2025.

A motion was made by Director Ogren and seconded by Director Bryan to approve the consent agenda as presented.

Ayes: Bryan, Garcia, Harris, Kobseff, Ogren  
Noes: None  
Absent: Munson, Valenzuela, Vela  
Abstain: None

Motion passed unanimously.

**17) Discussion, direction, and possible action regarding the purchase of lunches for employees during attendance at mandatory Saturday training events.**

Ms. Cummins explained that STAGE employees are required to attend mandatory staff trainings on Saturdays, which are their normal day off. These trainings cover a variety of topics including drivers skills, fire extinguisher training, and policy review. In the past the supervisors have used personal funds to purchase food for these events.

The proposed request is to authorize the use of agency funds up to \$ 200 per meeting to purchase food. These meetings occur no more than four times per year.

A recommendation was made to modify the recommended action to show a total of \$ 800 per year.

A motion was made by Director Ogren and seconded by Director Garcia to authorize the purchase of lunch supplies with Agency funds for Saturday staff training up to \$800 per year.

Ayes: Bryan, Garcia, Harris, Kobseff, Ogren  
Noes: None  
Absent: Munson, Valenzuela, Vela  
Abstain: None

Motion passed unanimously.

**18) Discussion and direction regarding proposed personnel changes for the Agency in the FY 2025/2026 budget cycle.**

Ms. Cummins explained this item was a discussion item regarding proposed personnel changes before staff prepared the required forms to submit to the County for consideration.

The first request is to delete a vacant Administrative Support Assistant position and create a Fiscal Technician I position. This will provide better support on the fiscal side for STAGE. They currently have one fiscal person on staff. This new position would be the entry level fiscal position.

The second request is to delete a vacant Transportation Services Worker (TSW) position and create another Bus Driver position. The TSW does maintenance, airport maintenance, and acts as a backup bus driver. Eventually STAGE will not be assisting with airports, although they still provide significant support at this time. The new driver position will allow STAGE to implement the Lake Shastina service later this year.

The collective change in budget for these four proposed changes would be an increase of \$ 17,634.

Commissioner Bryan asked if there was a public union for the positions and if that was tied to the County. Ms. Cummins clarified that all employees are County employees covered by two different unions. The figures provided were projections received from the Auditor-Controller's office.

Commissioner Bryan was in favor of the proposed changes.

Commissioner Kobseff indicated he needs more background on how this will work on the County's side. He talked about a potential hiring freeze and if that were to happen then it would apply across all departments. Commissioner Ogren also voiced concerns regarding the County's budget and how this direction might impact that side.

Ms. Cummins shared that there was discussion with the County Administrator regarding the deletion of the Administrative Support Assistant because they missed the deadline by six days. Staff were told to submit the request during the next round (April 1 to April 15) for consideration. She also clarified that the item is seeking direction from the Board of Directors on whether they support the proposed changes.

Commissioner Kobseff also asked if the deletion of the Transportation Services Worker would leave a hole in the airport maintenance. Ms. Cummins shared that there is a new position in process, which was rejected by the union, but they are still working on the proposed position.

Additional discussion continued between the Commissioners and staff regarding the TSW duties and impacts to the airports.

Commissioner Ogren would like staff to discuss the proposed changes with the County Administrator or Deputy County Administrator – Chief Fiscal Officer. She was supportive of the idea but wants it brought back at the next meeting.

This item was a discussion and direction only.

- 19) Discussion, direction, and possible action regarding bus stop service agreement between Greyhound Lines, Inc. and Flixbus, Inc. and Siskiyou Transportation Agency for use of the Mt Shasta Shopping Center bus stop for intercity bus service.**

Director Kobseff confirmed with staff if the City of Mt Shasta was in favor of Flixbus stopping in the city.

A motion was made by Director Harris and seconded by Director Bryan to authorize the Chair to execute the service agreement between Greyhound Lines, Inc, and Flixbus, Inc. and Siskiyou Transportation Agency for the use of the Mt Shasta Shopping Center bus stop for intercity bus service.

Ayes: Bryan, Garcia, Harris, Kobseff, Ogren  
Noes: None  
Absent: Munson, Valenzuela, Vela  
Abstain: None

Motion passed unanimously.

**20) Other Business**

A. Executive Director – Other Updates – None

B. Other Business – None

C. Next Regular Meeting – Tuesday, June 10, 2025, at 10:30 a.m.

**21) Adjourn** – Chair Kobseff adjourned the meeting at 12:52 p.m.