



Siskiyou County Local Transportation Commission
REGIONAL TRANSPORTATION PLANNING AGENCY

Melissa Cummins, Executive Director
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Minutes of the Siskiyou County Local Transportation Commission

Date: August 19, 2025

The Siskiyou County Local Transportation Commission meeting of August 19, 2025, was called to order by Chair Kobseff at 10:33 AM at the Siskiyou County Transit Center conference room located at 190 Greenhorn Road, Yreka, California.

Commissioners in attendance included:

Michael N Kobseff
Nancy Ogren

Mercedes Garcia
Matthew Bryan

Commissioners absent from the meeting:

Cliff Munson
Ed Valenzuela

Pat Vela
Jess Harris

Other Staff Present In-Person:

Melissa Cummins, Executive Director
Dana Barton, Chief Deputy County Counsel
Angie Stumbaugh, Transportation Services Manager
Andy Gilman, Transportation Services Coordinator

The agenda items included:

- 1) Roll Call – Chair Kobseff called the meeting to order at 10:33 AM.
Commissioners present in-person included Bryan, Garcia, Kobseff, and Ogren.
- 2) Pledge of Allegiance
- 3) Presentation from the Public
None
- 4) Consent Agenda Items

Regular Informational Items

- A. Fiscal Reporting - Reports of Expenditures and Revenues from June 19, 2025, to July 31, 2025, for:
 - i. Local Transportation Commission (Fund: 2505)
 - ii. Regional Transportation Planning (Fund: 2506)
 - iii. Local Transportation Funds (Fund: 2536)
 - iv. Regional Surface Transportation Block Grant Program (Fund: 2537)



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- v. State Transit Assistance (Fund: 2538)
- vi. SB 125 TIRCP/General Fund (Fund: 2546)
- vii. SB 125 Greenhouse Gas Reduction Fund (Fund: 2547)
- viii. SB 125 Public Transit Account (Fund: 2548)

B. Commission Staff Report - Report from Executive Director on activities, reporting, and other projects since the last meeting.

Consent Agenda Action Items

- C. Approval of the Minutes of the Regular Meeting of June 24, 2025.
- D. Adopt resolution approving the State of Good Repair FY 2025-2026 project list and authorizing the Executive Director to sign required forms on behalf of the Commission.
- E. Authorize the purchase of one deluxe 3-Day / 72 Hour Emergency Preparedness Kit as an incentive for public participation in the upcoming Evacuation and Preparedness Plan workshops and community survey for an amount not to exceed \$ 250.

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

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

Motion passed unanimously.

The Commission adjourned at 10:35 a.m. and the meeting moved to the agenda items for the Siskiyou Transportation Agency.

The Local Transportation Commission reconvened at 11:35 a.m. and continued with agenda item 5.

- 5) Presentation/Discussion/Action – Request for One Support Position for SCLTC
Presentation, discussion, and possible action regarding request to add one support position to the Transportation Commission's staffing.

The Executive Director presented information on responsibilities, funding programs, other RTPA staffing levels, and resources available to support another position under the Commission.



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Chair Kobseff left the meeting at 11:39 a.m. Commissioner Ogren continued the meeting. The remaining Commissioners asked for the presentation to continue although the meeting no longer had a quorum.

One of the charts included in the presentation outlined the amount of funds the Commission has returned to the State under the Overall Work Program since FY 2017/2018, which was a cumulative total of over \$ 331,000.

Discussion continued between the remaining Commissioners and the Executive Director regarding the potential work for the new position, even if the Siskiyou Transportation Agency were to go away.

Ms. Cummins explained that the request is not for another Executive Director level position, but rather a Staff Services Analyst which is a level above a Fiscal Technician. That person would handle other support tasks freeing up the Executive Director to handle the more technical duties.

Ms. Cummins highlighted multiple funding sources that are available to the Commission to support the proposed position.

Commissioner Bryan asked about a term-limited position. Ms. Cummins explained that it would need to be discussed with Personnel.

Discussion continued about the various programs and potential use of funding to support staff costs. Commissioner Bryan asked about the rationale to reducing the level of the proposed position. Ms. Cummins explained that a support person who is familiar with the various programs, invoicing requirements, regional needs, and funding programs would provide a base for the future success of the program.

Commissioner Ogren voiced concerns with a time limit on the position due to challenges with recruiting qualified candidates for two very different level positions.

Commissioner Bryan would support spending more money to hire someone with more experience if it produces results.

Kellie Mendes, Regional Planner with Caltrans, shared that the Commission may never get what they have now. She has reviewed prior records (of the Commission's program) and things were a mess. The Commission's Executive Director is doing the same work that other agencies have three employees doing. She doesn't feel there is a concern with funding as there is so much money available.



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Commissioner Garcia shared that if we hire a mid-level person once it gets closer to the time they may be able to move into the (Executive Director) position.

Commissioner Ogren also mentioned that the person can make their position by getting more grant funding.

Ms. Cummins mentioned conflicting stakeholder coordination meetings that could be split between herself and the other staff so we can be engaged in all efforts.

Commissioner Bryan requested staff evaluate a position in between the support staff and the Executive Director level position. Ms. Cummins suggested we look at other transportation planning positions across the state. He would also like to have the person focus on projects that wouldn't otherwise get accomplished.

Due to lack of a quorum this item was discussion only and will be brought back at a future meeting.

6. Other Business Items

A. Executive Director – Other Updates

The Commission received a list of the upcoming Evacuation and Preparedness Plan Public Workshops.

Following the June meeting the STIP fund estimate was published, and our region's target shares are just about half of the 2024 STIP target. Ms. Cummins is scheduled to meet with each agency during the week of August 25th to review current and future projects.

Ms. Cummins also highlighted recent work done by Pure Siskiyou on promotional materials for STAGE for the \$ 1.00 fare program. She is also under contract for some upcoming free fare days including Patriot Day, Halloween, Veteran's Day, and two holidays in December including Ugly Christmas Sweater Day.

STAGE also reported that we've had over 700 PCT hikers that we've transported this summer. STAGE had to put a Gillig (32-passenger bus) on the Happy Camp route three times to get hikers around the fire.

B. Other Business Items from Commissioners

Acting Chair Ogren adjourned as the Siskiyou County Local Transportation Commission at 12:09 PM.