

BOARD OF DIRECTORS SPECIAL MEETING NOTICE AND AGENDA

The Santa Clara Valley Transportation Authority (VTA) Board of Directors will convene a Special Meeting on:

**Thursday, April 2, 2020 at 6:30 PM or at the conclusion of the
April 2, 2020, VTA Board of Directors Meeting**

TELECONFERENCE MEETING ONLY

In compliance with California's statewide stay at home order and Santa Clara County's shelter in place order and pursuant to California Governor Gavin Newsom's Executive Order N-29-20, the VTA Board of Directors will convene a teleconference meeting only.


The meeting will be streamed through VTA's YouTube channel: www.youtube.com/scvta and through: <https://zoom.us/s/876389933>.

Technology limitations may limit the ability to receive verbal public comments during the meeting.

We request the public to submit their comments by 12:00 p.m. on April 2, 2020 to board.secretary@vta.org. Instructions for participating in the teleconference will be posted on VTA's website: bit.ly/vta-board-agendas.

To help you better understand, follow, and participate in the meeting, the following information is provided:

- Persons wishing to address the Board of Directors on any item on the agenda or not on the agenda are requested to submit their comments by 12:00 p.m. on April 2, 2020, to board.secretary@vta.org.
- Persons who wish to address the Board of Directors during the teleconference meeting are encouraged to visit VTA's website, bit.ly/vta-board-agendas for instructions. **Speakers are asked to limit their comments to 1 minute.** The amount of time allocated to speakers may vary at the Chairperson's discretion depending on the number of speakers and length of the agenda.
- All reports for items on the Special Meeting agenda are available for review on our website, www.vta.org. Any document distributed less than 24-hours prior to the meeting will be posted online. Correspondence sent electronically during the meeting will be posted on the VTA website after the meeting. Copies of items provided by members of the public at the meeting will be made available following the meeting upon request.

In accordance with the Americans with Disabilities Act (ADA) and Title VI of the Civil Rights Act of 1964, VTA will make reasonable arrangements to ensure meaningful access to its meetings for persons who have disabilities and for persons with limited English proficiency who need translation and interpretation services. Individuals requiring ADA accommodations should notify the Board Secretary's Office at least 48-hours prior to the meeting. Individuals requiring language assistance should notify the Board Secretary's Office at least 72-hours prior to the meeting. The Board Secretary may be contacted at (408) 321-5680 or e-mail: board.secretary@vta.org or (408) 321-2330 (TTY only). VTA's home page is on the web at: www.vta.org or visit us on  Facebook at: www.facebook.com/scvta. (408) 321-2300: 中文 / Español / 日本語 / 한국어 / tiếng Việt / Tagalog.

1. CALL TO ORDER AND ROLL CALL

1.1 ROLL CALL

2. REGULAR AGENDA

- 2.1. ACTION ITEM -** Adopt a resolution designating the VTA General Manager, the VTA Deputy General Manager/Chief Financial Officer (CFO) and the VTA General Counsel as VTA's Authorized Agents for receiving State and/or Federal Assistance as required by the California Office of Emergency Services (CalOES).

3. ADJOURN

**NOTE: THE BOARD OF DIRECTORS MAY ACCEPT, REJECT OR MODIFY
ANY ACTION RECOMMENDED ON THIS AGENDA.**

The April 2, 2020 VTA Board of Directors special meeting will be held via teleconference. There will be no physical location for the meeting.



Date: April 1, 2020
 Current Meeting: April 2, 2020
 Board Meeting: April 2, 2020

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Board of Directors

THROUGH: General Manager/CEO, Nuria I. Fernandez

FROM: Deputy GM/Chief Financial Officer, Raj Srinath

SUBJECT: Designation of VTA's Authorized Agents for California Office of Emergency Services (CalOES) Funding

Policy-Related Action: No

Government Code Section 84308 Applies: No

Resolution

ACTION ITEM

RECOMMENDATION:

Adopt a resolution designating the VTA General Manager, the VTA Deputy General Manager/Chief Financial Officer (CFO) and the VTA General Counsel as VTA's Authorized Agents for receiving State and/or Federal Assistance as required by the California Office of Emergency Services (CalOES).

BACKGROUND:

VTA is eligible to apply for State and Federal disaster relief funding through CalOES. VTA's initial request package is due to Cal OES on April 17, 2020. Attachment A is the specific resolution form required by CalOES for the purpose of obtaining Federal financial assistance under Public Law 93-288as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or State financial assistance under the California Disaster Assistance Act.

DISCUSSION:

CalOES requires the governing board of each non-state agency to formally adopt a resolution designating a person or persons to service as the agency's Authorized Agent.

The **Authorized Agent** is the individual(s) that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency

Services regarding grants applied for by the Applicant. CalOES allows the Governing Board to authorize individuals by title rather than by name. The Governing Board authorization is valid for three years. VTA staff recommends that the VTA Board authorize the VTA General Manager, the VTA Deputy General Manager/CFO and VTA General Counsel by title as VTA's Authorized Agents. Three agents provide redundancy if one should become unavailable or incapacitated due to the disaster. It also allows for leadership change during the three-year period without the requirement to update the resolution.

ALTERNATIVES:

The VTA Board could choose to designate other Authorized Agents or designate for a shorter time period. The VTA Board could also choose not to designate an Authorized Agent, but this alternative would prevent VTA from receiving State and Federal disaster funding through CalOES.

FISCAL IMPACT:

Funding amount is currently unknown.

Prepared by: Marcella Rensi
Memo No. 7374

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this _____ day of _____, 20 _____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20 _____.

(Signature)

(Title)